

SQUAD DRILL AT THE HALT

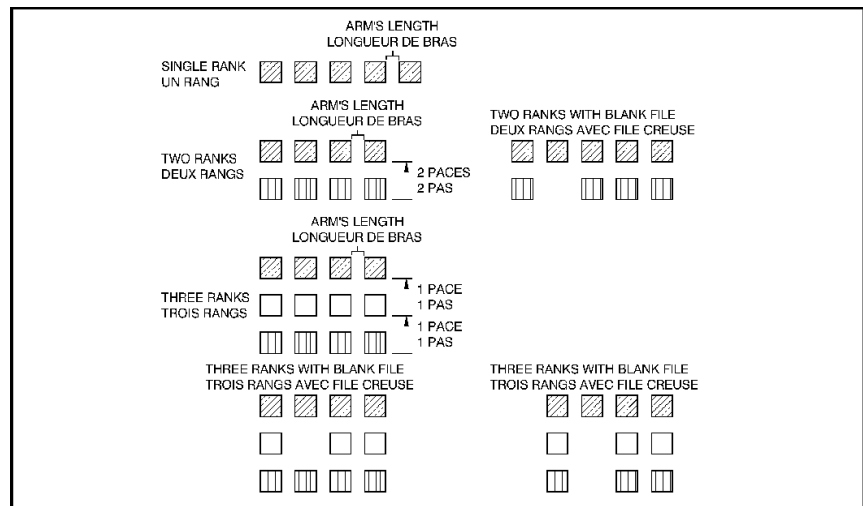
FORMATION OF A SQUAD

1. As soon as practicable recruits shall be instructed on squad formations. These formations are essential to maintain control and ensure uniformity throughout training.

2. On the command FORM UP IN SINGLE (TWO) (THREE) RANKS – MOVE, all persons so ordered will:

- a. Assume the position of attention.
- b. Observe the standard pause.
- c. Stepping off with the left foot, march forward towards the instructor.
- d. The first individual approaching the instructor will halt three paces directly in front, and the remainder will cover off on his left at arm's length intervals in accordance with;

- i. five or fewer form a single ranks
- ii. six to nine form up in two ranks
- iii. ten or more form up in three ranks



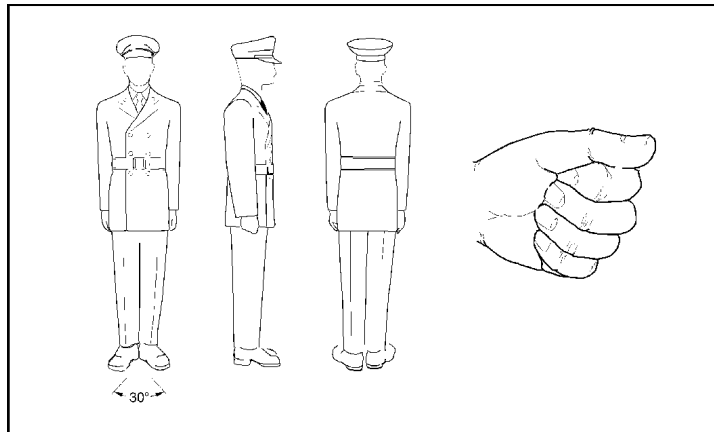
Adopt the Position of Attention, Stand at Ease and Stand Easy

3. The position of attention is one of readiness for a word of command. Alertness and exactness in this position is important, and therefore personnel should not be kept at attention longer than necessary. The position of attention is the position adopted by all when addressing a superior, saluting the Canadian flag, or showing respect for the national anthem.

4. The position of standing at ease is an intermediate position between attention and standing easy. It allows no relaxation, but can be maintained without strain for a longer time than the position of attention.
5. The position of stand easy is ordered when it is desirable to permit cadets to relax. This command is only given when the squad is in the position of stand at ease.

Adopt the Position of Attention

6. The cadet will adopt the position of attention, by ensuring:
 - a. Heels are together and in line.
 - b. Feet are turned out to form an angle of 30°.
 - c. Body is balanced and weight distributed evenly on both feet.
 - d. Shoulders are level, square to the front.
 - e. Arms are hanging as straight as the natural bend will allow, with elbows and wrists touching the body.
 - f. Wrists are straight, the back of the hands outwards, fingers aligned, touching the palm of the hand, thumbs placed on the side of the forefinger at the middle joint with the thumbs and back of the fingers touching the thighs lightly and the thumbs in line with the seam of the trousers.



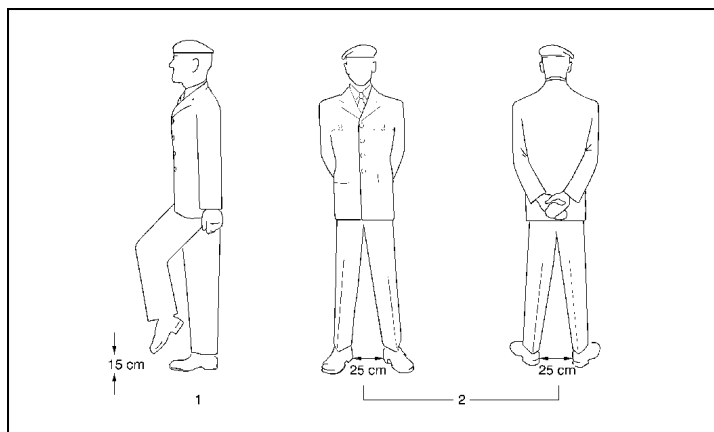
- g. Head is held erect, neck touching the back of the collar, eyes steady, looking their height and straight to the front.
- h. No part of the body is strained.

Stand at Ease from Attention

7. STAND AT EASE BY NUMBERS, SQUAD – ONE

- a. The cadet shall bend the left knee

8. SQUAD – TWO

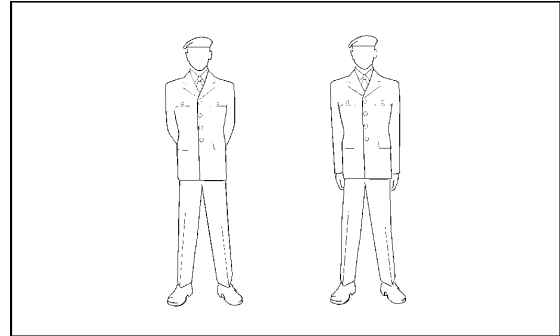


- a. Carry the left foot to the left, straightening it in double time, and place it smartly flat on the ground with the inside of the heels 25 cm apart;
- b. Simultaneously, with a quick motion, bring the arms behind the back, stretched to their full extent, and place the back of the right hand in the palm of the left, with thumbs crossed right over left, the fingers together and extended; and
- c. Balance the body with the weight evenly distributed on both feet.

Stand Easy from At Ease

9. On the command **STAND – EASY**

- a. Close the hands and bring the arms to the position of attention.
- b. Observe a standard pause.
- c. Relax.



Stand at Ease from Standing Easy

10. In order to adopt the position of stand at ease from easy the cadet shall, on the cautionary command **SQUAD**, (or formation title), assume the position of stand at ease.

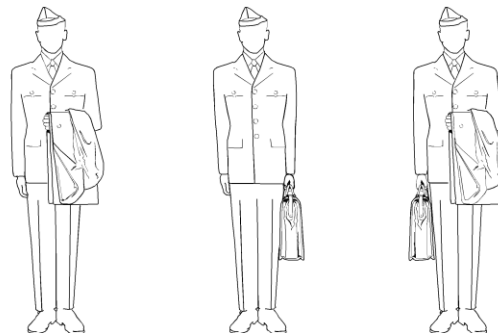
Attention from Stand at Ease

11. **ATTENTION BY NUMBERS, SQUAD – ONE**,

- a. Bend the left knee and shift the balance to the right foot.

12. **SQUAD – TWO**

- a. Straighten the left leg in double time, place the foot smartly on the ground, toe touching first, followed by the heel, and with heels aligned; and
- b. Simultaneously, with a quick motion, bring the arms and hands to the position of attention



CARRYING OF ARTICLES

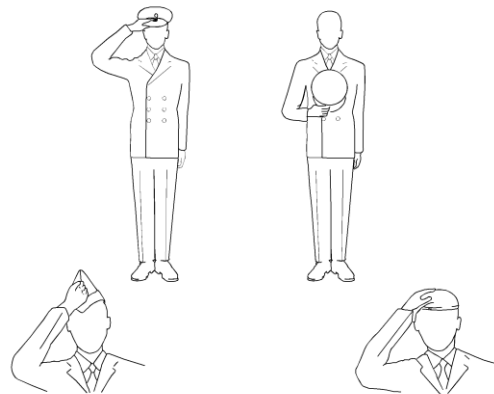
13. If any one article is carried, such as a briefcase, umbrella or raincoat, it shall be carried in the left hand. If an article is carried when marching, the left arm is not swung.
14. Articles shall be carried in the manner illustrated.
15. In all positions at the halt, the free arm shall be maintained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

REMOVE HEADDRESS

16. The order to remove headdress is customarily given on such occasions as outdoor church parades, during the consecration of Colours and whenever it is desirable to honour a dignitary by giving three cheers.

17. REMOVE HEADDRESS BY NUMBERS SQUAD – ONE

- a. Bring the right hand to the front of the beret by the shortest route.
- b. Grasp beret in the front between the thumb and fingers.
- c. Fingers are aligned and parallel to the shoulders as much as practicable.



18. SQUAD – TWO

- a. Maintain the bend in the right arm.
- b. Cut the upper arm to the right side of the body and the forearm parallel to the ground.
- c. Bring the right hand to the centre of the body.
- d. Hold the beret above the hand and in the centre of the chest.
- e. The standard pause shall be observed between the movements

19.STAND AT-EASE

- a. Right arm and hand will not move and the Left arm will stay at side as per attention.

20.STAND-EASY

- a. Extend the right arm down the side with headdress held below the hand.
- b. Standard pause.
- c. Relax.



REPLACE HEADDRESS

21.REPLACE HEADDRESS BY NUMBERS, SQUAD – ONE,

- a. Right and Left hand will replace beret.

22.SQUAD – TWO

- a. Resume the position of attention by cutting arms to the side.
- b. The standard pause shall be observed between movements.

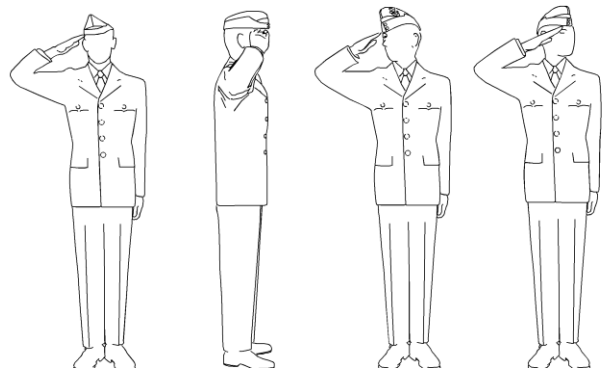
SALUTING AT THE HALT

23.The salute is a sign of respect shown to officers, the Canadian flag, the National Anthem, God Save the Queen and The Last Post on Remembrance Day.

24.The salute is given with the right hand. When physical incapacity or carrying of articles makes a salute with the right hand impracticable, compliments will be paid by turning the head and eyes to the left or right or standing to attention

25.TO THE FRONT SALUTE BY NUMBERS, SQUAD – ONE

- a. Bend the right elbow and open the palm of the right hand as it passes the shoulder.
- b. Force the right hand by its shortest route to the front of the headdress.



- c. Palm of the hand is facing down.
- d. Thumb and fingers are fully extended and close together.
- e. Tip of the second finger is in line with the outside of the right eyebrow and 2 cm above or touching the arm of glasses, if worn.
- f. Hand, wrist and forearm are in a straight line and at a 45 degree angle to the upper arm.
- g. elbow is in line with the shoulders
- h. upper arm is parallel to the ground

26.SQUAD – TWO

- a. The hand is brought sharply to the position of attention by the shortest route, without slapping the thigh.
- b. The hand is closed after the forearm is lowered below shoulder level.

27.TO THE RIGHT (LEFT) SALUTE BY NUMBERS, SQUAD – ONE,

- a. Saluting shall be executed as detailed above, except that.
- b. The head and eyes shall be turned smartly to the right (left) as far as possible without straining.
- c. When saluting to the left, the right hand, wrist and arm are brought further over to the left to the correct position in line with the outside edge of the right eyebrow.
- d. When saluting to the right, the arm is moved to the rear, with the tip of the second finger remaining in line with the outside edge of the right eyebrow.

28.SQUAD – TWO

- a. The hand is brought sharply to the position of attention.
- b. Simultaneously the head and eyes are turned smartly to the front.

TURNS AND INCLINES AT THE HALT

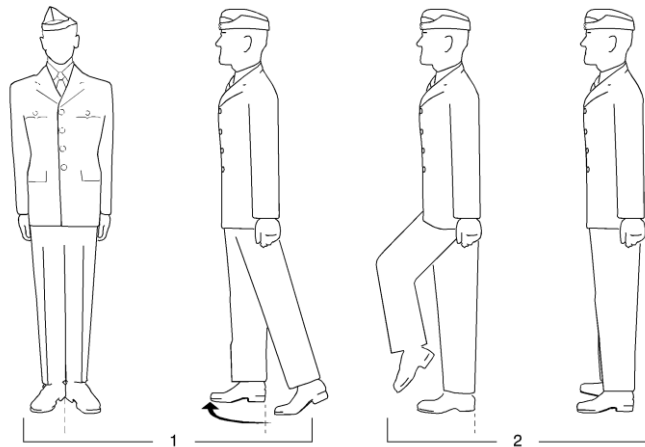
29.Turns and inclines at the halt are used routinely on parade to change direction 90 or 45 degrees left or right. You will use turns often to prepare to march, to be dismissed, and to accept awards.

30. RIGHT TURN BY NUMBERS, SQUAD – ONE

- a. Squad members shall turn 90 degrees to the right by pivoting on the right heel and left toe and raising the left heel and right toe simultaneously.
- b. Both knees will be kept braced during the turn, arms at the sides and body erect.
- c. On the completion of the movement, the weight of the body is placed on the right foot and the left leg is braced with the heel off the ground.

31. SQUAD–TWO.

- a. Squad members shall bend the left knee, straighten it in double time and smartly place the left foot beside the right to assume the position of attention.

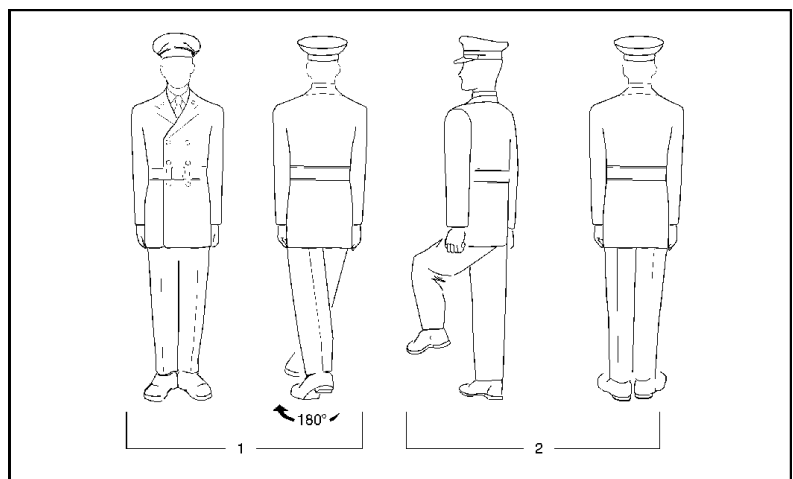


32. RIGHT IN – CLINE

- a. The drill as described for a right turn is followed, but the turn is only made through 45 degrees.

33. ABOUT – TURN

- a. The drill as described for the right turn is followed, except that the pivot to the right is made through 180 degrees.
- b. Balance is maintained by bracing the legs and locking the thighs



Right and Left Close March

34. Right and left close march are used to shift the squad to the right or left without having to turn and march.
35. Close march paces to the right (left) shall not be ordered when the distance required to move exceeds eight paces. When the distance is greater, the squad shall be turned and marched the required distance
36. ONE PACE RIGHT CLOSE MARCH BY NUMBERS, SQUAD – ONE
- Bend the right knee, carry the foot to the right and place it smartly on the ground with the inside of the heels one side pace 25 cm apart.
 - Balance the weight of the body evenly on both feet.
 - Keep the arms still at the sides.
37. SQUAD – TWO
- Squad members shall shift the weight of the body to the right foot, bend the left knee and place the left foot smartly by the right to assume the position of attention.
38. The timings for the above movements are counted as follows:
- For one pace, “one-one”.
 - For two paces, “one-one, pause, one-two”.
 - For three paces, “one-one, pause, one-two, pause, one-three”, etc...

CALLING THE ROLL

39. Calling the roll is done to take attendance when cadets are formed up on parade. Calling the role is done every training night.
40. ATTEN – TION
41. ANSWER TO YOUR NAME, STAND AT – EASE
- each squad member shall come to attention as his name is called and answer in one of the following ways

- i. “Sir” or “Ma’am” if the person calling the roll is an officer or a chief warrant officer
- ii. “Master Warrant”, “Warrant”, “Sergeant”, “Master Corporal” or “Corporal” or equivalent when the roll is called by a member holding these ranks.
- iii. “Present” if the person calling the roll is below the rank of Corporal.

42. When the roll-call is supervised by a person senior in rank to the person calling the roll, each squad member shall answer to his name with the correct response for the rank of the supervisor.

43. When a senior is in the ranks and the roll is called by a junior with no senior rank supervising the roll-call, both shall use the other’s rank title in calling and answering the name.

44. Each squad member shall stand at ease after answering his name.

NUMBERING

45. Numbering is done to count the number of files in a formation or to identify the odd and even cadets for a maneuver called sizing.

46. SQUAD – NUMBER

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

PROVING

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

PACES FORWARD AND TO THE REAR

50. Paces forward and rear are used to move a squad slightly up or back when they are on parade.
51. A group shall not be moved forward or back more than three paces by this method. When the distance is greater the squad will be marched the required distance.
- The cadence shall be in quick time.
 - The length of each step shall be one half pace (35 cm).
 - The arms shall be kept still at the sides.
52. ONE PACE FORWARD MARCH BY NUMBERS, SQUAD – ONE,
- Shoot the left foot forward one half pace, forcing the weight forward on the left foot, with the right heel raised.
 - Keep the arms still at the sides.
53. SQUAD – TWO
- Squad members shall bend the right knee, straighten it in double time, place the right foot smartly on the ground beside the left and assume the position of attention.
54. ONE PACE STEP BACK MARCH BY NUMBERS, SQUAD – ONE

- a. Shoot the left foot to the rear one half pace with the weight forward on the right foot and the left heel raised.
- b. Keep the arms still at the sides.

55.SQUAD – TWO

- a. Squad members shall bend the right knee, straighten it in double time, place the right foot smartly on the ground beside the left, and assume the position of attention.

56.The timings for the above movements are counted as follows;

- a. For one pace, “one-two”.
- b. For two paces, “one, one-two”.
- c. For three paces, “one, one, one-two”.

DRESSING A SQUAD

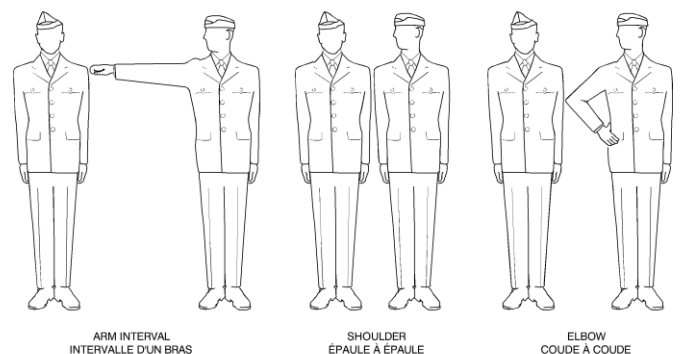
57.Dressing a squad is used to line everyone in the squad up in straight lines side to side and front to rear. It is used on all parades.

58.RIGHT DRESS BY NUMBERS, SQUAD – ONE:

- a. The right-hand individual of the front rank stands fast.
- b. The remainder take a half pace forward by shooting the left foot forward, bending the right knee and adopting the position of attention.

59.SQUAD – TWO

- a. The right file stands fast.
- b. The remainder turns head and eyes to the right as far as possible without straining.
- c. Simultaneously, the front rank, except the right-hand individual, shoots the right arm its full extent behind the shoulder of the one on the right. The hand is closed as in the position of attention, back of the hand uppermost and arm parallel to the ground.



60.SQUAD – THREE

- a. The right-hand individual of the front rank stands fast.
- b. The remainder takes up correct alignment, distance and covering by taking short, quick paces until they are in the correct position.
- c. Movement starts with the left foot.

61. As a guide to taking up correct alignment, each member of the squad except those in the right file moves to a position from which the lower portion of the face of the second person to the right can just be seen. Correct covering is taken up by glancing to the front without moving the head. The interval is correct when the closed hand is touching the left shoulder of the person on the right.

62.The standard pause shall be observed between the movements

63.EYES – FRONT

- a. Squad members shall snap the head and eyes to the front and cut the right arm smartly to the rear of the individual on the right and to the position of attention without slapping the thigh.

64.SHOULDER DRESSING, RIGHT – DRESS

- a. dressing is carried out as for the right dress, except that the arms are not raised and dressing is taken up without arm's length interval

65.ELBOW DRESSING, RIGHT – DRESS,

- a. The right hand is placed on the hip or belt as applicable; fingers closed, pointed down and extended forward, thumbs to the rear.
- b. The point of the elbow forced forward and touching the individual's arm on the right.

66. When dressing by the left, the same drill is followed except the head and eyes are turned left and the left arm is raised. The left-hand individual stands fast, looks to the front, and those in the file behind adopt the appropriate distance between ranks.

67.Dressing may be ordered by the centre when required if more than one squad is on parade in line or mass. The command is INWARD –

DRESS and flanking squads shall dress by their left or right as appropriate

68. When a squad is formed with only one person in the blank file, that individual shall dress with the front rank when the squad is advancing and with the rear rank when the squad is retiring. When the squad is moving to a flank, the individual shall dress with the directing flank.

OPEN ORDER MARCH

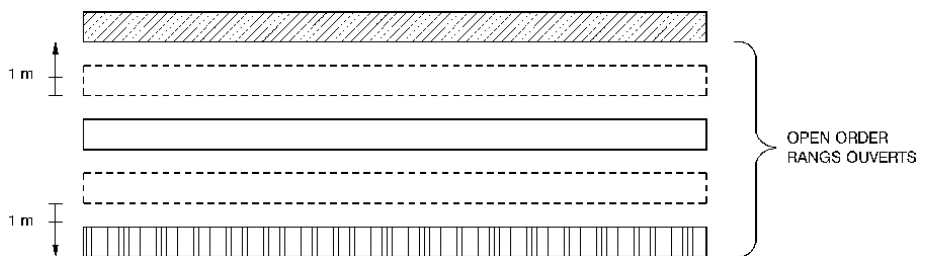
69. The open order march is used to create a space between ranks. It is used for inspections and when awards are being presented.

70. The open order is executed as follows:

- a. the front rank shall move forward three half paces, the rear rank shall step back three half paces and the centre rank shall stand fast;
- b. the cadence shall be in quick time; and
- c. the arms shall be kept still at the sides.

71. OPEN ORDER –MARCH

- a. The movements will be executed as for three check paces forward and to



- the rear, the final movement being executed by bending the right knee, straightening it in double time and placing the right foot smartly on the ground by the left and assuming the position of attention.
- b. the timing for the movements is counted as one, one, one-two
- c. for three ranks, the front rank goes forward, the rear rank goes back, and the center rank stays steady
- d. for two ranks, the front rank stands fast and the rear rank steps back

72. CLOSE ORDER –MARCH

- a. the squad shall reverse the above movements

ORDERING

73. Ordering a squad on parade is a method of getting cadets to form up.

74. Prior to being fallen in on parade, the squad shall form itself up in three ranks at the edge of the parade ground and stand at ease. When the squad is formed up, the instructor may detail one person to act as marker, the marker shall then take up the position of the right-hand person of the front rank and stand at ease. If the instructor does not detail a marker, the right-hand person shall assume this duty. The instructor shall then proceed onto the parade ground and halt three paces in front of where he wishes the marker to fall in.

75. MARKER

- a. Come to attention and observe the standard pause.
- b. March in quick time to a position three paces in front of, and facing the instructor and halt.
- c. Remain at attention.
- d. The instructor then turns right and marches to a position three paces in front and centre of where the squad will fall in.

76. FALL – IN,

- a. Come to attention.
- b. Observe the standard pause.
- c. March onto the parade ground, and halt on the left of and covering off the marker.
- d. Remain at attention.

77. The instructor shall then proceed as required, e.g., OPEN ORDER – MARCH; RIGHT – DRESS; EYES – FRONT; and STAND AT – EASE.

FALLING In and OUT OF RANKS

78. The squad shall be at the open order when it is required to fall individuals out.

79. FALL – OUT

- a. the person ordered shall come to attention
- b. standard pause

- c. Quick march, wheeling immediately, to the right flank of his rank and then proceed in the required direction, ensuring that he does not proceed in front of or with the ranks of another sub-unit.

80.FALL – IN

- a. The individual ordered marches to the left rank of the squad and returns to his position by marching in rear of his rank.
- b. Wheeling into his original position and halting.
- c. The individual shall pick up his dressing and either remain at attention or stand at ease as required.

DISMISSING A SQUAD

81.DIS – MISS

- a. Turn right.
- b. Observe the standard pause.
- c. Salute, if an officer is on parade.
- d. Observe the standard pause.
- e. March off independently, in quick time, from the place of parade.

SIZING

82.A squad is sized to align individual member's heights for aesthetic balance and give the best general impression to a spectator. A squad can be sized in one, two, or three, ranks. One rank is normal but if space is short two or three ranks can be an advantage. In the end the result is the same.

83.TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN SINGLE RANK – SIZE

- a. The squad shall turn right.
- b. Observe the standard pause.
- c. Arrange themselves according to height, with tallest on the right and shortest on the left in one single rank, shoulder to shoulder dressed.

84.SQUAD – NUMBER

85.ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK – MARCH

86.NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT – TURN

87.REFORM THREES, QUICK – MARCH

- a. Number one remains the right-hand person of the front rank
- b. Number three becomes the right-hand person in the centre rank
- c. Number five becomes the right-hand person in the rear rank, and so on
- d. When each person arrives in his new position, he shall halt, at arm's-length interval, observe the standard pause, turn left and remain at attention.

88.TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN TWO RANKS – SIZE

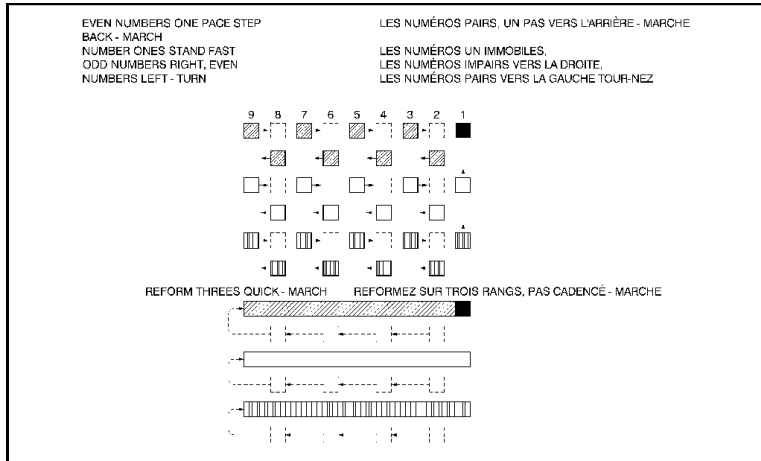
- a. the squad shall turn right
- b. observe the standard pause
- c. arrange themselves according to height, with tallest on the right and shortest on the left in two ranks, shoulder to shoulder dressing and covered off front to rear

89.MARKER STAND FAST, FRONT RANK RIGHT, REAR RANK LEFT –TURN

90.REFORM THREES, QUICK – MARCH

- a. The marker remains the right-hand person of the front rank.
- b. The second member of the front rank becomes the right-hand person of the centre rank.
- c. The third member of the front rank becomes the right-hand person of the rear rank.

- d. The rear rank wheels right following the front rank and as each member closes up towards his new position.
- e. When each member arrives in his



new position, he shall halt at arm's-length interval, observe the standard pause, turn left and remain at attention.

91. TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN THREE RANKS – SIZE

- a. the squad shall turn right
- b. observe the standard pause
- c. arrange themselves according to height, with tallest on the right and shortest on the left in three ranks, shoulder to shoulder dressing and covered off front to rear

92. OPEN ORDER – MARCH

93. SQUAD – NUMBER

94. EVEN NUMBERS ONE PACE STEP BACK – MARCH

95. NUMBER ONES STAND FAST; ODD NUMBERS RIGHT, EVEN NUMBERS LEFT – TURN

96. REFORM THREES, QUICK – MARCH

- a. The right file shall stand fast
- b. The remainder of the odd numbers shall march forward and form up on the left of the number one of each rank
- c. The even numbers of each rank shall wheel around to the right and follow the odd numbers of their respective rank.

- d. When each member arrives in his new position, he shall halt at arm's-length interval, observe the standard pause, turn left and remain at attention.

FORMING TWO RANKS FROM THREE

97. Prior to forming two ranks from three ranks, the squad shall be in close order, dressed at arm's length interval and numbered.

98. FORM TWO RANKS BY NUMBERS, SQUAD – ONE

- a. the centre rank takes one pace left.

99. SQUAD – TWO

- a. The odd numbers of the centre rank take two half paces forward toward the front rank and assume the position of attention.
- b. The even numbers of the centre rank take two half paces to the rear into the rear rank and assume the position of attention.

100. On the command FORM TWO – RANKS

- a. The two movements are combined. A standard pause shall be observed between the movements.
- b. After forming two ranks, the squad shall be dressed.

101. When there is a blank file, the left-hand person of the centre rank moves in the opposite direction to that indicated. An exception occurs in the case of a one-person blank file and an even numbered frontage. In this case, the left-hand person of the centre rank acts according to the standard rule

REFORMING THREE RANKS FROM TWO

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

103. REFORM THREE RANKS BY NUMBERS, SQUAD – ONE

- a. The original odd numbers of the centre rank take two half paces to the rear.
- b. The original even numbers of the centre rank take two half paces forward.

104.SQUAD – TWO

- a. The centre rank takes one half pace right close march.

105.REFORM THREE –RANKS

- a. The two movements are combined. A standard pause shall be observed between the movements.
- b. After reforming three ranks the squad shall be dressed.

FORMING FOUR OR MORE RANKS

106.If required, squads may be formed into more than three ranks.

For a single squad, this is most simply done when originally assembled. For more than one squad, a single multiple-ranked formation can be assembled by ordering squads together.

- a. Common multiple-ranked formations are those with six, nine and twelve ranks.
- b. The number of ranks formed shall normally be greater than the number of files.