



## Virginia Defense Force Virginia Department of Military Affairs



### Initial Entry Training (IET) Basic Security and Guard Duty

#### References

- **FM-22-6 Guard Duty**
- **Military Police Lesson HP04-1.1**
- **Military Police Lesson HP04-1.2**

#### Basic Security & Guard Duty

General Orders

Terminology

Guard Duty

#### General Orders

Classes of Orders - A guard on post is governed by two types of Orders. General and Special

General Orders, outline the fundamental responsibilities of any military guard or sentry.

Special orders, supplement General Orders, and are realistic, detailed, and mission oriented orders that are carefully and specifically tailored for the specific guard post and situation, from the viewpoint of security.

#### **General Order #1**

*I will guard everything within the limits of my post and quit my post only when properly relieved.*

- a. Limits of post are defined by special orders.
- b. Investigate immediately every unusual or suspicious occurrence on or near his post, but does not leave his post to do so. If necessary will contact the commander of the relief for instructions.

- c. Will make apprehensions using only force necessary, on or near his post with out leaving post to do so. All persons apprehended are turned over to the commander of the relief.
- d. All persons and ranks are required to respect members of the guard in the performance of their duties.
- e. Will remain on post until relieved by proper authority.
  - 1) If relief is required he will notify the commander of the relief and wait until replaced or has permission from proper authority to leave his post.

### **General Order #2**

*I will obey my special orders and perform all of my duties in a military manner.*

- a. A guard will familiarize himself with his special orders prior to being posted and will obey, execute and enforce same.
- b. Will obey and execute any orders from the Commanding Officer, Field Officer of the Day, Officer of the DAY, and officers and NCOs of the guard only. No others authorized to give orders to the guard. Any special instructions should be issued through the guard chain.
- c. The guard will pass on additional information/instruction to his relief and the commander of the relief.
- d. The guard will perform his duties in a military manner and serve as an example to others and maintaining an erect and soldierly bearing.
- e. The guard is courteous to all and will talk to no one except in the line of duty.
- f. Guards on posts not requiring challenging salute officers and colors not cased.
- g. Guards on posts requiring a challenge will not render salutes.

### **General Order #3**

*I will report violations of my special orders, emergencies, and anything not covered in my instructions, to the commander of the relief.*

- a. reports all violations of special orders and apprehends offenders if necessary.
- b. reports all emergencies on or near his post taking action as prescribed in his special orders and instructions. When in doubt will call the commander of the relief for instruction.
- c. sounds the alarm in case of fire or disorder. Takes actions may be prescribed in special orders or instruction.

Special Orders – Are established by the commanding officer and differ for various posts.

## Terminology

- Officer of the Day – An officer, acting directly under commanding officer or Field Officer of the Day who is responsible on a given day for the execution of all orders of the commanding officer relating to guard duty or other duties as may be assigned.
- Commander of the Guard – The senior officer or NCO of the Guard, next junior to the OD.
- Sergeant of the Guard – Senior NCO of the Guard.
- Relief Commander – The next senior NCO of the guard.
- Post – An area for which the guard is responsible, performing duties required by general and special orders.
  
- Supernumerary – An extra member used as a replacement or to perform duties as prescribed.
  
- Guardhouse – A building, tent or other location occupied by soldiers detailed for interior guard duty. The headquarters of the guard.

## Guard Duty

THE GUARD MAY BE ONE OF TWO TYPES; THE INTERIOR OR THE EXTERIOR.

THE INTERIOR GUARD - Detailed by commanders of military installations to protect property and enforce specific military regulations.

The Commander prescribes the composition and strength of the guard.

(A FORMAL GUARD MOUNT)

THE EXTERIOR GUARD – A guard outside of a military installation. Guards in a potentially combat, hostile, or unfriendly territory.

(NOT A FORMAL GUARD MOUNT.)

- A. General Orders prescribed for interior guard may not be applicable or practicable.
- B. Composition in no way related to that of the interior guard. No commanders are detailed for that specific role. Guards are from small units and under the control and supervision of the units leaders (chain of command).
- C. May include guards, listening posts, observation posts and patrols and aerial observers.
- D. All exterior guards must have adequate communications.
  1. Radio, wire, arm & hand, sound or any method so determined.
- e. Guards operate in pairs or larger group and rotate watch and rest among themselves.