



## Virginia Defense Force Virginia Department of Military Affairs



### Initial Entry Training (IET)

#### Drill Ceremony Close Order Drill

FM 3-21.5 (TC 3-21.5)

- **Stationary Movements**
- **Terminology**
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#### Stationary Movements

- **Position of Attention**
- **Parade Rest**
- **At Ease / At Rest**
- **Present Arms / Order Arms**
- **About Face**
- **Right / Left Face**
- **Cover / Recover**

#### Position of Attention

Heels together, form a 45-degree angle.  
Keep the legs straight without locking knees.  
Body erect, chest lifted, shoulders square.  
Head erect, face front with chin drawn in  
Let the arms hang straight without stiffness.

Curl fingers, tips of the thumbs are alongside and touching the first joint of the forefingers.

Thumbs straight along the seams of the trouser

Remain silent and do not move unless directed.

### **Parade Rest**

Move left foot about 10 inches to the left.

Keep legs straight without locking knees

Place the hands at the small of the back and centered on the belt.

Fingers extended,

interlock thumbs,

right palm outward

Keep the head and eyes straight ahead

Remain silent and do not move.

### **Stand at Ease / At Ease / Rest**

*STAND AT EASE:* Execute Parade Rest, turn the head and eyes directly toward the person in charge of the formation. At Ease or Rest may be executed from this position.

*AT EASE:* Soldier may move; must remain standing and silent with his right foot in place. The Soldier may relax arms with thumbs interlaced. Rest may be executed.

*REST:* Soldier may move, talk, smoke, or drink unless otherwise directed; must remain standing with his right foot in place. AT EASE must be executed from this position.

### **Facing at the Halt**

“Left (Right), FACE”

On command “FACE,” Slightly raise the right heel and left toe, and turn 90 degrees to the left on the left heel, assisted by a slight pressure on the ball of the right foot.

Keep the left leg straight without stiffness and allow the right leg to bend naturally.

On count two, place the right foot beside the left foot, resuming the Position of Attention.

Arms remain at the sides, as in the Position of Attention, throughout this movement

### **About Face**

“About, FACE”

On command “FACE,” move the toe of the right foot to a point touching the marching surface about half the length of the foot to the rear and slightly to the left of the left heel.

On count two, turn to the right 180 degrees on the left heel and ball of the right foot, resuming the Position of Attention. Arms remain at the sides, as in the Position of

Attention, throughout this movement.

## **Hand Salute**

“Present, ARMS”

With headgear with visor, raise the right hand sharply, fingers and thumb extended and joined, palm facing down, and place the tip of the right forefinger on the rim of the visor slightly to the right of the right eye. The outer edge of the hand is barely canted downward so that neither the back of the hand nor the palm is clearly visible from the front. Hand and wrist are straight, elbow inclined slightly forward, and upper arm horizontal.

“Present, ARMS”

With headgear without a visor or uncovered (and not wearing glasses), execute the Hand Salute in the same manner as previously described, except touch the tip of the right forefinger to the forehead near and slightly to the right of the right eyebrow

When wearing glasses, execute the Hand Salute in the same manner as previously described, except touch the tip of the right forefinger to that point on the glasses where the temple piece of the frame meets the right edge of the right brow.

“Order, ARMS”

On the command of execution ARMS, return the hand sharply to the side, resuming the Position of Attention

## **Terminology**

Formation Arrangement of elements of unit in a prescribed manner

Column A formation in which the elements are one behind the other. In platoon, squad members are one behind the other, with the squads abreast of each other.

File A column that has a front of one element.

Rank Line one element in depth.

Line Formation where elements are abreast of each other.

Element An individual, squad, section, platoon company, or larger unit forming as part of the next higher unit.

Interval Lateral space between soldiers, measured from right to left by the soldier

Alignment The arrangement of several elements on the same line

Base The element on which a movement is planned or regulated.

Cover Aligning oneself directly behind the man to one's immediate front while maintaining correct distance.

Head Leading element of a column.

Step Distance measured from one heel to the other heel of a marching soldier.

Flank The right or left side of any formation within that formation.

Guide Person responsible for maintaining the direction and rate of march.

Distance	Space between elements when one behind the other; arm's length to the front plus 6" from the chest to the back of the soldiers to the front
Front	Space from side to side of a formation, including the right and left elements.
Post	Correct place for an officer or NCO to stand in a formation.

### **Falling in**

*Squad leader comes to the Position of Attention and commands "FALL IN!"*

- Each soldier double-times to position
- Right flank soldier positions himself so that when the squad is formed it is three steps in front of and centered on the squad leader
- Right flank soldier comes to *Attention*, raises left arm at shoulder, elbow locked, in line with the body.
- Soldier to the immediate left comes to *Attention*, turns head and eyes to the right, and raises left arm in the same manner as the right flank soldier.
- Soldier aligns by taking short steps until on line with right flank soldier.
- As soon as the soldier to the left has obtained Normal Interval, each soldier lowers arm to side, sharply turns head and eyes to the front, and assumes the *Position of Attention*.
- Right flank soldier then sharply returns to the *Position of Attention*.
- All other members of the squad form in the same manner except that left flank soldier does not raise left arm.
- Right flank man raises his arm and looks straight to the front unless the squad aligns on an element to right.

*Close Interval*

- Formation is same as *Normal Interval*, except that command is *At Close Interval, FALL IN*.
- Soldiers place the heel of left hand on the left hip even with the waist, elbow in line with the body and touching the arm of the soldier to the left

### **Open Ranks**

*Opening ranks for inspection:*

Command: *Open Ranks, MARCH.*

- First rank: two 30" steps forward
- Second rank: one 30" step forward
- Third rank: stands fast
- Fourth rank: two 15" steps backward

Command: *Dress Right, DRESS:*

- Right flank soldier stands fast.
- Others turn head and eyes to the right.
- Each, except the left flank, extends left arm at shoulder, palm down.
- Adjusts until touches right shoulder.

- On command of *Ready, FRONT*, returns to the Position of Attention

*Squad Leader adjusts alignment:*

- Marches to one step from the right flank soldier and faces down the line.
- Verifies alignment, directing to move forward or backward, as necessary
- Takes short steps to the right or left as necessary to see down the squad.

*Closing ranks after inspection:*

- Command: *Close Ranks, MARCH.*
- First rank: four 15" steps backwards
- Second rank: two 15" steps backwards
- Third rank: stands fast
- Fourth rank: one 30" step forward

### **Marching the Squad**

- All marching movements executed from the Halt are initiated from the *Position of Attention*.
- Except for *Route Step March* and *At Ease March*, all marching movements are executed while marching at *Attention*.
- When executed from the *Halt*, all steps except *Right Step* begin with the left foot.

*Mark Time, MARCH*

- Command is given as either foot strikes the marching surface
- On *MARCH*, take one more step, bring the trailing foot alongside the leading foot, and begin to march in place.
- Raise each foot (alternately) 2 inches
- Soldier adjusts position to ensure proper alignment and cover

*Rear, MARCH*

- Used to change the direction of a marching element 180 degrees
- Command is given on the right step.
- On *MARCH*, take one more step with the left foot, pivot 180 degrees to the right on the balls of both feet, and step off in the new direction taking a 30-inch step with the trail foot.

*Column Right (or Left), MARCH*

- Lead faces to the right (left) by pivoting to the right (left) on the ball of the right foot and steps off in the indicated direction by 90°
- Each continue with 30" steps and pivots in the same place until the entire squad has executed the column movement.

*Right (Left) Flank, MARCH*

- Command is given as the foot in the desired direction strikes the surface

- *MARCH* is given the next time the foot in the desired direction strikes the surface.
- Take one more step, pivot 90° in that direction on ball of lead foot, and step off in the new direction with the trailing foot.
- Glance out of the corner of the right eye and dress to the right.

*Incline Left (Right), MARCH*

- To avoid obstacles in line of march, lead soldier inclines left (or right) around the obstacle and resumes the original direction.
- All other members follow the lead man.

*Column of Twos to the Right (or Left), MARCH.*

- On preparatory command, the lead team leader commands *STAND FAST*.
- Trailing team leader commands *Column Half Right (Left)*.
- On *MARCH*, trailing team leader executes a Column Half Right (Left), inclines to the left or right when the correct interval is obtained, and commands Mark time, *MARCH* and Team, *HALT* to Halt abreast of the lead team leader.

*File from the Left (Right), MARCH.*

- On preparatory command, lead team leader commands *FORWARD*.
- Trailing team leader commands *STAND FAST*.
- On *MARCH*, lead team marches forward.
- Trailing leader commands *Column Half Left (Right)* when the second man from the rear of the lead team is abreast.
- He gives the command *MARCH* when the last man of the lead team is abreast of him and his right foot strikes the marching surface. He follows lead team.
- Team Leader Commands are given over right shoulder if direction of movement is to the right or if the team is following an element to its right.
- Team Leader Commands are given over left shoulder if direction of movement is to the left or if the team is following an element to its left.

## **Dismissal**

- The squad is dismissed while at *Attention*.
- The command is *DISMISSED*.
- Soldiers take one step back and perform an *About Face*
- Unless otherwise directed, the command *DISMISSED* terminates only the formation, not the duty day