

POLICE CIRCULAR ORDER No. 204

The State Police Flag as approved by the State Government in Home Department letter No. 23287/P. dated 26-9-1963 has been formally presented to the Orissa Police on the 1st of April, 1972 by the Governor of Orissa, The size, dimensions, colour and other details of the flag are as stated below :

Display of
the State
Police Flag

- (1) Size—6' X 4'
- (2) Cloth —Red Cord Silk
- (3) Golden fringe attached on three sides of the flag
- (4) Embroidery State Crest (Ashok Pilar) with laurel wreath letter O.P. in the centre—a Sanskrit Motto "Tamasah Mam Jyotirgamya" written on a scroll under the crest in golden thread.
- (5) A silk cord in colour of blue, red and yellow set in the junction of the golden fringe and the flag.
- (6) A brass National Emblem of India fitted at the top of the wooden stand.
- (7) Flag cord in silk in colours of blue, red and yellow with silk tassels in the same colours as the cord.

2. The replica of the flag would be made of ordinary silk cloth of the same colour and would have the State Crest (Ashok Pillar) and the special motto and will be without the other trimmings.

3. The replica of the flag should be flown in the following occasions and places, the use of the National flag should be discontinued except on occasions provided in the 'Flag Code—India'.

- (1) Magazine Guard and Armed Police Camps on the borders of the State
- (2) State Police Headquarters
- (3) Parade Grounds
- (4) At all Sports/Games meets at district and Range Headquarters.
- (5) At All-India Police Duty and Sports Meets.

4. On the following occasions when unrestricted use of the National Flag has been prescribed in the 'Flag Code-India', the National Flag should be flown in addition to the State Police Flag on the Magazine Guards, Armed Police Camps at borders of the State and the State Police Headquarters its place being to the right of the Police Flag.

- (i) Republic Day.
- (ii) National Week—6th April to 13th April—in memory of the martyrs of Jallianwala Bagh.
- (iii) Independence Day.
- (iv) Mahatma Gandhi's Birth day.
- (v) Any of the particular day of National rejoicing.

5. The State Police Flag should be brought out on ceremonial parades carried by a colour party on the occasion of the Republic Day, Independence Day, Police Commemoration Day, the Orissa Police Formation Day and Inspection Parades by D.I.G./I.G. In order that the force is acquainted with the drill for marching the flag on and off a ceremonial parade, the guarding and escorting procedure and the procedure for casing, uncasing and dressing the flag etc. It should be brought out on ceremonial parade once every month at the District, O.M.P. and P.T.C. Headquarters. The date for this parade every month should be fixed by the S.P./Heads of Estt. according to his

convenience so that he must attend the parade along with all Gazetted Officers. The rules and procedure prescribed in Sections 28 to 31 of Chapter 3 of the Ceremonial Drill Manual, 1956, for bringing out the colour on ceremonial parade should be followed in respect of the Police Flag. The District Superintendent of Police, Commandant, O.M.P. Battalions. Principal, Police Training College, Assistant Commandants, Reserve Inspectors, Sergeants and all others concerned ranks should closely study and follow the drill.

(B. B. MISHRA) I.P.
Inspector General of Police

EXTRACT TAKEN FROM CEREMONIAL DRILL 1956

CHAPTER III

COLOURS

Section 25—HONOURS AND SALUTES

1. Colours will be lowered for the following when they are given the national salute :

- (a) President of the Republic of India.
- (b) Governor and Rajpramukhs, within their own states.

2. Other dignitaries entitled to a salute on ceremonial occasions will be given the general salute but colours will not be lowered except for a Field-Marshal, Admiral of the Fleet, or Marshal of the Air Force for whom only the regimental colours may be lowered.

3. The National Anthem will be played for the following :

- (a) President of the Republic of India
- (b) Governors and Rajpramukhs, within their own States.
- (c) Ceremonial function/parades—whether any of the personages mentioned in 1 (a) and 1 (b) above is present or not on the 15 August & 26 January .

4. It will not be played for the Prime Minister except on special occasions as ordered by Army H.Q.

Section 26—COLOURS—GENERAL

1. What are "Colours" ?

2. The term "COLOUR" includes the standards and guidance carried by cavalry regiments as well as the colours proper carried by infantry regiments.

3. They are the symbol which embodies the spirit of those who serve under them, as to a regiment they stand for every thing that is noble and honourable. They call alike to loyalty and chivalry demanding the best service and highest quality in man. Thus, when they pass by, they carry with them the living spirit of the Regiment, which demands the highest respect of the those who look upon them. Colours are always treated with the greatest respect and veneration.

Section 27—STANDARDS, GUIDONS AND COLOURS—GENERAL INSTRUCTION

Infantry Colours

1. Two colours, the President's and the regimental colours are/will be carried by all regiments of foot guards and infantry, including regiments of the Territorial Army, by the Parachute Regiment, and by certain establishments. They are not carried by rifle regiments. Units covered to other arms of the Service are permitted to retail the colours, but these may only be carried on regimental domestic occasions and will not be carried when on parade with other troops.

NOTE—A feature of the original employment of rifle regiment was concealment, hence they did not carry colours which might disclose their position.

The colour party will be composed as follows :

- (a) Each colour will be carried by a subaltern officer, the President's colour, when carried, being on the right, the officer carrying the President's colour being in command of the colour party.
- (b) BHM's and NCOs not below the rank of CQHM have the honourable distinction of escorting the colours. The senior will be posted between the colours, the other two covering them two paces in rear. On occasions when BHM's and NCOs of these ranks are not available, the honourable distinction may be allowed to NCOs of lower rank and selected privates. When the colour party is formed up in line with the battalion, escort or guard, the covering NCOs or selected privates will be in line with the rear rank.

3. An escort to the colours, if provided, will consist of a formed body of troops (usually a company) under the command of an officer, and must not be confused with the personnel forming the colour party. The colour party (two officers carrying the colour) and escort of three are normally used for carrying the colours on and off parade.

4. When colours are uncased, escorts and colour parties will not pay compliments, except to persons entitled to the compliment of having the colours lowered or let fly. The colour party will, however, come to attention when officers salute the colours on joining the parade.

5. When colours are cased, escorts and parties will pay such compliments as would be appropriate if no colours were present.

6. *Occasions when carried*

Colours are carried whenever ordered.

The colour party

7. In line the colours will be placed between the two centre companies, the two NCOs covering them being in line with the rear rank.

8. If the line is ordered to retire, the colour party will form round so that the president's colour is always kept on the right.

9. In marching past by companies, the colour party will be in rear of the centre of the second company, its front rank ten paces in rear of the supernumerary rank.

10. In close column of companies, and when marching past in that formation, the position of the colour party will be in rear of the centre of the second company, the two NCOs or selected privates taking post by moving up respectively on the right and left of the colours, the whole being aligned with the supernumerary rank of the company.

Section 28—PROCEDURE FOR A MARCHING THE COLOURS ON AND OFF A CEREMONIAL PARADE

1. The escort for the colour will be marched up to the Officers' mess (or location of the colour), halted, turned about and bayonets fixed.

2. The two officers carrying the colours will come out of the mess with the President's colour on the right and as they leave the mess the escort will be given "PRESENT ARMS" when the subalterns with the colours have fallen in, the senior subaltern will order the colour party to "SLOPE ARMS".

3. He will then march off the colour party giving the directing flank either by the right or by the left. He will move to his position on the parade by a series of forms.

4. The battalion commander will order the battalion to "PRESENT ARMS" as the colour party steps on to the parade ground. The battalion will remain at the PRESENT until the colour party has taken up its final position.

5. On arrival at its final position the senior subaltern will give "COLOUR PARTY, PRESENT-ARMS". The party will act as ordered. The colours will remain at the carry.

6. The battalion commander will then order the battalion to "SLOPE ARMS" and the colour party will conform with the rest of their movements with the exception that the colour party will not infix bayonets or stand easy even if the battalion does so.

Marching off parade

7. The battalion commander will order "MARCH OFF THE COLOURS". On this command the senior subaltern will order, "COLOUR PARTY, BY THE CENTRE, QUICK—MARCH". "CHANGE DIRECTION LEFT or RIGHT) LEFT (or RIGHT) FORM—FORWARD".

8. After the senior subaltern has gone forward by the centre the battalion commander will give "PRESENT—ARMS", bayonets having been previously fixed before the colour party is ordered to leave the parade.

9. The colour party will proceed back to the officers' mess, changing direction by forming to the right or left or left as required. On arrival at the officers' mess the senior subaltern will give "COLOUR PARTY—HALT". "PRESENT—ARMS". The officers will carry the colours into the mess. As soon as they have passed through the doors the senior member of the escort will give "COLOUR PARTY, SLOPE—ARMS". "ORDER—ARMS". "UNFIX—BAYONETS". and then march the escort back to the parade ground to be dismissed.

SECTION 29—COLOUR DRILL

1. The movements of colour, drill will be performed in the same time as rifle exercise. When there are only two motions with the colour and three with the rifle, the colour will be moved with the first and third motions of the rifle.

2. *The order*—The colour pike and the colour will be held with the right hand at that part of the pike where the lowest corner of the colour reaches. The pike will be perpendicular, the bottom of the pike resting on the ground in line with the against the right toe, the elbow close to the body.

3. The colour should not be stretched tight down the pike, but allowed to hang naturally completely covering the pike.

4. *Stand at ease and stand easy*—The movements will be normal, except that the left hand will remain at the side and the colour will be kept perpendicularly at the right side,

5. *Carry from the order*—Raise the colour to a perpendicular position in front of the body, guiding the base of the pike into the socket of the colour belt with the left hand and keeping the right forearm on the pike for control. Cut the left hand smartly to the side and at the same time raise the forearm to a horizontal position. The right hand will be opposite the centre of the mouth, back of the hand to the front fingers straight wrist and forearm horizontal, i.e. at right-angles to the pike, which will be held perpendicularly. The colour must be gripped firmly during movement.

6. *The slope from the carry*

1st motion—Raise the colour just clear of the socket of the colour belt, controlling the base of the pike with the left hand.

2nd motion—Keeping the head still lower the colour sharply on to the right shoulder

7. The angle of the colour at the slope should be the same as the slope of the rifle, the right elbow close into the side of the right forearm paralalled with the ground. The colour should hang over and cover the right shoulder and arm in a cloak like fashion. The pike should not show between the hand and shoulder, but should be covered with the end of the colour.

8. To change the colour from the right to the left shoulder

1st motion—Seize the colour and pike with the left hand close above and touching the right.

2nd motion—Keeping the head still carry the colour across the body and place it on the left shoulder in the same position as detailed in the second motion of the SLOPE from the Carry.

3rd motion—Cut the right hand smartly to the side.

9. To change the colour from the left to the right shoulder—The converse of Para. 8 above.

10. Carry from the scope—Raise the colour of the right shoulder with the right hand to the position of the CARRY, guiding the base of the pike into socket of the colour belt with the left hand.

11. ORDER—For the carry

1st motion—Keeping the pike perpendicular also the colour and pike just clear of the socket of the colour belt, controlling the base of the pike with the left hand and dropping the right forearm on to the pike.

2nd motion—Lower the colour to the position of the order, carry the pike into the right side.

3rd motion—Cut the left hand to the side.

12. To left the colour fly—from the carry—Release the colour with the right hand and seize the pike against immediately.

13. To catch the colour—Seize the colour with the left hand and resume the position of the CARRY.

14. To lower the colour at the halt—On the caution "NATIONAL SALUTE", the colour will left fly.

1st motion—Raise the colour pike just clear of the socket of the belt.

2nd motion—Lower the colour

15. Carry the colour well to the right and lower it with a sweeping motion to a position in front of and in line with the right toe, the head of the pike just clear of the ground the colour being spread on the ground and to the right of the pike.

16. If a strong wind is blowing from the right, carry the colour well to the left and lower it with a sweeping motion to a position in front of and in line with the right toe, the colour being spread to the left of the pike.

17. The pike should be held under the right armpit, the back of the hand towards the ground, and the right elbow close to the body.

Notes— (i) Care must be taken to look straight to the front when lowering the colour and not to follow it with the eyes.

(ii) When the colour is lowered in wet weather or on muddy ground the pike will be held as in Para. 18.

18. To lower the colour when marching past in slow time—On the caution "EYES", the colour will be left fly. On the command "RIGHT", the motion will be performed as laid down in Para. 14 above, except that the colour pike will be held horizontally in front of the body and resting underneath the forearm, the colour hanging straight down. The time is equivalent to four paces.

19. Carry—from lowering the colour:

1st motion—Raise the colour to the position of the carry.

2nd motion—Catch the colour.

Notes : The colour should be raised with the right hand and pressure of the pike under the armpit. The left hand may be used to guide the pike into the socket. Care must be taken that the body is not moved to assist the raising of the colour.

SECTION 30—PROCEDURE FOR CASING, UNCASING AND DRESSING THE COLOUR

Dressing the colour :

1. When the colour is uncased and handed over the officer, he will dress the colour. This consists of taking the left hand top corner of the colour (the free end) with his left hand and bringing the colour to the perpendicular position. This will result in the lowest corner falling straight down the pike. Grasping the bottom corner of the colour with his right hand round the pike, the colour will then be evenly distributed on either side of the pike, and when carried on the shoulder the pike will always be kept covered by the overhang of the colour. At the changing of arms care will be taken to see that the same overhang is on the left shoulder as on the right.

Note : Should the colour become disturbed the officer may use his disengaged hand to get the colour back to the correct position. This is not a drill movement and should be carried out unobtrusively.

Cassing the colour :

2. The ensign will hold the colour in a horizontal position.

3. The duty of havildar will come forward holding the top of the colour pike in his left hand, and will seize the bottom right hand corner of the colour, the ensign at the same time seizing the bottom left hand corner.

4. The edge of the colour will be placed over the top of the pike with the tassels also hanging over the top as the ensign looks at it.

5. The same procedure will be adopted again with the next furl of the colour, care being taken to ensure there are no creases.

6. The same procedure will be adopted once again until the whole of the colour is neatly rolled along the top of the pike.

7. The cord with the tassels will now be wrapped round the colour three times by the duty havildar, the end being grasped by the ensign and passed round the pike.

8. The leather case will now be slipped over the colour, care being taken to ensure that the colour is not rucked in any way.

9. The ensign will now raise the colour to the order and the duty havildar will tie the tapes.

SECTION 31—RULES FOR CARRYING AND LOWERING STANDARDS

(OR BUI DOWNS) AND COLOURS

Standards (or Guidons) marching past :

The colours :

1. At the halt, the colours will never be slopped; they will be held at the CARRY or ORDER according as the troops are at the SLOPE or the order, but during an inspection, when the men are at the ORDER, colours will be at the CARRY.

2. On the move, colours will always be carried at the SLOPE, except when marching on to or off the parade ground. When on the saluting base, when marching past and returning and advancing in review order, and when marching in slow time down the ranks while trooping the colour. At these times they will be at the CARRY.

3. The colours will be left fly as the caution is given for a National or General salute, and in marching past between Points 'C' and 'D' the colours must be caught with the left hand immediately after "EYES FRONT" is given.

Honours to be paid :

4. Standards (or guidons) and colours will be lowered during a National salute.

5. The regimental colour only will be lowered when a General salute is given to a Field-Marshal, admiral of the Fleet, or Marshal of the Air Force, Governor of the State only. Otherwise it will march straight during the march past in a ceremonial parade.

CHAPTER IV

PRESENTATION OF COLOURS

SECTION 32—PRESENTATION OF COLOURS

1. The battalion will be formed up in line each company being in three ranks. The place for the colour party (the new colours) will be reserved in the centre and in rear (15 paces) of the battalion (if four companies are on parade between the left of No. 2 and the right of No. 3). The personage presenting the standard (or guidon) or colours will be received with the National or General salute.

2. The old infantry colours, with the havildars and two escorts of the colour party and double sentries will be in front of the left of the line, at right angles to it. With the band and drums placed as for trooping.

3. The lieutenants of the colour party will be with the escort (the right company) which may be commanded by a Captain.

4. The officers required in the escort will be one major or captain and three subalterns, two of whom carry the colours, the senior subaltern will command the escort.

Trooping the old colour :

5. After the personage presenting the colours has been received with the National or General salute, arms will be stopped and ordered and the command "TROOP" will then be given. The band and drums will then move across the parade ground from right to left playing a slow troop. They will counter march ten paces from the old colours and will halt when the drum major is in the centre of the parade ground. They will then play a quick troop, counter march and halt again, when the drum major is in the centre of the parade ground.

6. As soon as the two lieutenants with the old colours are in position the commanding officer will give "ESCORT FOR THE COLOUR, SLOPE—ARMS". "REMAINDER STAND AT EAST".

7. The captain will give "CLOSE ORDER—MARCH "BY THE LEFT, QUICK—March"

8. After the old colours have been trooped and the escort have been fronted up, the captain will order "ESCORT TO THE COLOURS, PRESENT—ARMS", the commanding officer will then order "GUARDS (OR COMPANIES) SLOP—ARMS, MARCH OFF THE OLD COLOUR" on which command the senior subaltern of the subalterns carrying the colours will give "COLOUR PARTY BY THE LEFT, CHANGE DIRECTION LEFT, LEFT —FORM, SLOW MARCH.

9. The colours will pass from right to left across and ten paces in front of the battalion, and when opposite the left of the battalion, the senior subaltern will order "CHANGE DIRECTION RIGHT, RIGHT FORM"

10. As soon as the colour party receives the command "FORWARD" the commanding officer will order "PRESENT ARMS".

11. The three JCOs and havildars detailed to escort the old colours will be formed up on the left of the battalion, and when the colour party forms to its right the senior will order "BY THE CENTRE, SLOW-MARCH". They will join the colour party which will be marking time, and when the colour party is complete with its escorts, the senior subaltern will give. "FOWARD BY THE CENTRE". The band will continue to play "AULD LANG SYNE", until the colours have left the parade ground. The colours will proceed to a convenient place where they will be cased.

12. If the President is on parade the colours will be lowered for 20 paces on passing the dias and then returned to the carry.

13. As soon as the colours have disappeared from sight the band will cease to play and the commanding officer will slope arms and be prepared to carry on with the consecration of the new colours.

CONSECRATION OF NEW COLOURS:

14. The battalion will now form three sides of a square, the right and left hand companies only being formed inwards. On the command "RIGHT AND LEFT COMPANIES, IN WARDS FORM, QUICK-MARCH" the drums will be brought forward and piled in the centre.

15. The two lieutenants who will receive the new colours will have been positioned in the centre of the battalion when it formed into line, and on the completion of the formation of three sides of a square they will step off on the command of the senior. They will halt three paces in the rear and five paces the right and left of the pile of the drums.

16. The new colours will be brought from the rear by the colour havildars of the colour party.

17. They will halt when seven paces from the pile of drums.

18. The senior major will uncase the President's colour and the junior major will uncase the regimental colour.

19. Two drummers as detailed will march forward to receive the colour cases, as soon as they have received the colour cases they will turn about and rejoin the remainder of the drummers.

20. The senior major will hand the President's colour to the personage presenting the colours, from whom the senior lieutenant will receive it, sinking on the right knee, the regimental colour will in like manner be handed by the next senior officer and received back by the second senior lieutenant, both lieutenant will then rise.

21. Any address intended to be made will now follow.

22. Line will then be reformed.

23. When the colours are turned towards the centre of the line, they will be given the General salute and the National Anthem will be played. On the completion of the third movement of the "Present" the colour party will step off in slow time to its place in the centre of the battalion and will halt and turn about. If the National Anthem has not been completed by the time the colour party arrives at its position the band will continue to play to the end of the National Anthem, the colour party remaining at the carry and the battalion at he "Present".

24. While the battalion is reforming for the final party of the ceremony, the personage presenting the colours will return to the saluting base.

25. The battalion will then march **past** by the companies, the new colour in rear of the second company. Thereafter the battalion will form up again in line and will advance in review order.

CHAPTER V

LAYING UP OLD COLOURS

SECTION 33 LAYING UP OF OLD COLOURS

1. Old colours will be laid up in some historic institution such as the National Defence Academy.
2. The procedure for the ceremony will be as in Section 32 from paras 1 to 11.
3. After the colours have moved off as in para 11, the colours will so carried into the building and handed over to the senior officer of the institution.
4. The colours will be placed in their resting place and the National salute will be given by the parade. The colour party will present arms and officers will salute.
5. The colour party will not rejoin the parade.
6. The parade will march off.

CHAPTER VI

TROOPING THE COLOURS

SECTION 34—GENERAL RULES

1. When the ceremony for trooping the colour is being carried out on a parade ground which is not the unit parade ground, guards will be marched down under the command of the adjutant. Each guard will be commanded by a subal tern. Guards will be marched off from the left, No. 4 guards leading, and on reaching the parade ground will wheel on to their markers, front up form two deep, get their dressing by the left, order arms and stand at ease. Officers fall out before proceeding to the saluting base. Guards will then be stood easy by the adjutant. The colour party will march behind No. 3 guard, i.e. in the centre of the four guards, and on reaching the parade ground will break away and proceed direct to the place where the colour is to stand.

2. Points will be marked for marching past as explained in sections above and the guards will be formed on the parade ground, column by the left, with fixed bayonets, facing right, so that on receiving the command "AT THE HALT, LEFT FOR", they will directly face the saluting base and be at a suitable distance from it.

NOTES—(i) The strength of each guard when possible will be :

1 Major

1 Lieutenant

1 2nd lieutenant

2 Guards (JCO/HIM/CIIM)

2 markers (Havildars)

75 men (to make 4 divisions of 18 if necessary)

(ii) The commanding officer, second-in command and adjutant may be counted.

3. The senior JCO or NCO with each guard will take command of it, being posted on the right of the front rank. NCOs will fix bayonets, present arms, and so on with the men.

4. The men detailed for keeping the ground will slope and present arms with the line on all occasions, acting on the word of command of the parade commander. When the troops are marching past, they will present arms to the colour as it passes on the order of their own commanders. At all other times the men will order arms and stand at ease, except when required to move for the purpose of keeping people back, when they will do so with sloped arms.

5. The colour will be placed at a distance of two guards in front of the left of the line, facing right, in charge of a havildar and a double sentry. The havildar in charge will hold his rifle throughout at the order at his left side. The beat of the sentries will be at right angles to the line and their front inwards. All their movements must correspond, the right sentry, who will be the front rank man of the file, giving the time they must turn outwards together when at three paces from the colour, and inwards when the paces from it, always turning towards the front these sentries will order arms, stand at ease, come to attention and slope with the men in line, except as directed below.

6. The men of the right file of the first guard will be mounted as sentries on the colour, the havildar and sentries resuming their places with the right guard, after receiving the colour, as described below.

7. The band will be formed up in front of the right of the line, at right-angles to it, facing inwards opposite the colour, the drums will be in front of the left of the line, the rear most rank being ten paces in front of the colour, facing the band.

8. There should be a major or captain, a lieutenant, and a 2nd lieutenant to carry the colour with the right guards, which will form the escort to receive the colour.

9. There will also be a supernumerary havildar with this guard, who with the havildar detailed in Para. 5 above, will form the colour party during the march past. If there are insufficient officers, the major or captain and 2nd lieutenant for the colour only will be with the right guard, and the lieutenant commanding the second guard will take command of the escort when it goes for the colour, moving in front of the centre of the first guard, the change of positions being effected on the drummer's call.

The position of company officers

10. When the troops are at open order, and when on the saluting base in marching past in slow time, the captain will be three paces in front of the second file from the right, the lieutenant three paces in front of the second file from the left and the 2nd lieutenant three paces in front of the centre of the guard.

11. At other times they will be as in line or column, except that the captain will be at six paces in front of the centre of his guard, and the subalterns in line with the supernumerary rank in rear of the centre of the right and left half guard. For the position of the 2nd lieutenant in marching past see instruction below.

12. The 2nd lieutenant will carry the colour.

13. If only one officer is present with the guard, he will be three paces in front of the centre of the guard when at open order, and six paces in front of the centre of the guard when at close order.

Preliminary procedure under the command of the adjutant

14. When it is time for the parade to begin the adjutant will come out on to the parade ground (Mounted or otherwise) and the subedar major will order the parade to stand properly at ease. The subedar major will salute the adjutant from his position on the left of No. 4 guard. The adjutant will then take over and give the following commands :—

- (a) "GUARDS—ATTENTION, SLOPE—ARMS, AT THE HALT ON MARKERS, LEFT—FROM, QUICK MARCH". The guards will thus be formed into line facing the saluting

base. The markers will be covered by the subedar major. When the guards have been dressed, and the markers and guides have resumed their position the subedar major will take up his position in the supernumerary rank in rear of the right guide of No. 2 guard.

- (b) "GUIDES, OPEN ORDER—MARCH, REAR RANK, LEFT-DRESS". On the command "MARCH", the rear and supernumerary ranks will step back two paces the rear rank of each guard being dressed by the right marker or the guard, who will in succession from the right, give the command "REAR RANK NO GUARD ? EYES FRONT" AND FALL IN AT THE DOUBLE.
- (c) JCOs and NCOs COMMANDING GUARDS, TO THE FRONT, ALL JCOs and havildars commanding guards will take two paces forward and recover arms, the right hand man of the rear rank of each guard filling up the interval left by his commander.
- (d) QUICK MARCH, INWARDS TURN. The drums will play a quick march. The JCOs and havildars will step of in quick time and when nearing the saluting base on which the guards are to march past will receive the command "INWARDS TURN", on which the JCOs and havildars will turn inwards, and will halt and turn towards the line as they close on the centre JCO or havildar, sloping arms, after halting and turning. The drums will cease playing before the command "INWARDS TURN" is given.
- (e) ORDER ARMS, STAND AT EASE. The guards and havildars will order arms and stand at ease. The drums will then beat the assembly marching across the parade; they will march through the intervals of the band, and will counter-march and halt in rear of it. As the assembly begins, the officers, with swords at the CARRY (if carrying swords) will fall in facing the line three paces in front of the havildars and three paces from each other taking up the dressing from the centre.
- (f) GUARDS—ATTENTION, FIX BAYONETS, SLOPE ARMS. JCOs and NCOs will fix bayonets. The guards having sloped arms, the adjutant will hand the detail of the duties over to the parade commander, draw his sword and take post on the right of the line of officers.

Preliminary procedure under command of the parade Commander

15. When the adjutant has handed over the details of duties the parade commander will draw his sword (if carrying) and give the following words of command :—

- (a) "OFFICERS, JCOs AND NON—COMMISSIONED OFFICERS, OUTWARDS—TURN". The officers, JCOs and havildars will turn outwards, the former recovering swords (if carrying) and the latter their rifles after turning.
- (b) "TAKE POST IN FRONT OF YOUR GUARDS, QUICK-MARCH". The officers, JCOs and havildars will step off halting and turning towards the line opposite their places in line; after turning towards the line, officers will carry swords (if carrying) and the remainder slope arms.
- (c) "TO YOUR GUARDS, SLOW-MARCH". On the command "MARCH" the officers, JCOs and havildars will step off in slow time, the officers recovering swords (if carrying) as they take the last pace, and the JCOs and havildars recovering rifles as they take the first and third paces. The band will play a slow march as the officers, JCOs and havildars march to the line, and cease playing as the latter arrive at their places. When the officers arrive at three paces from the line they will mark time; the JCOs and havildars will mark time when on the right of their guards, the original right hand man of the rear rank dropping back into their places. The adjutant, will move to his place on the left of the line in line with the officers.

- (d) "OFFICERS, JCOs AND NON—COMMISSIONED OFFICERS—HALT, TURN—ABOUT". The officers, JCOs and havildars will halt and turn about, the former carrying their swords (if carrying) the latter slopping their rifles after turning. The parade commander will take post 15 paces in front of the centre of the line.
- (e) "GUARDS, ORDER—ARMS".

TROOP

16. On this command the band and drums will play a slow march from the right to the left of the line, and on arriving ten paces from the colour, will counter march, halt and cease playing. The band and drums will then play a quick march from left to right; and will counter march, halt and cease playing when in front of the right of the line. As the band and drums approach the right of the line, before counter-marching, a drummer will fall out and place himself two paces from the right of the line, in line with the front rank. On the band ceasing to play, the drummer on the right of the line will beat the drummer's call. On the first tap of the call, the captain and lieutenant of the right guard will turn inwards recover sword (if carrying) and move across in quick time, passing right arm to right arm, the captain, passing in rear of the 2nd lieutenant, will place himself three paces in front of the file of the second guard, the lieutenant three paces in front of the 2nd lieutenant for the colour. Having halted and turned to the front they will bring their swords to CARRY. The drummer, having beaten the call, will take post again with the drums in quick time. If there are only two officers with the right guard the escort will be commanded by the lieutenant from the second guard. The band and drums will form up in front of the right guard and the subedar major will fall in four paces in rear of the the centre file of the escort.

17. The supernumerary havildar will place himself in rear of the second file from the left of the second guard.

18. "ESCORT FOR THE COLOUR, CLOPE ARMS, PREMAINDER STAND AT EASE". The sentries on the colour will remain at attention with ordered arms.

19. The lieutenant of the escort will then give the following commands :—

- (a) "ESCORT FOR THE COLOUR, CLOSE ORDER—MARCH". The escort will take close order by the rear rank taking to paces of to its front, the officers remaining in front and the markers coming up on the right and left of the rear rank.
- (b) "BY THE LEFT, QUICK MARCH, LEFT FORM, FORWARD BY THE CENTRE". The escort preceded by the band and drums playing an appropriate march will move out the distance of a guard and a half from the line, then form to the left and march by the centre straight towards the colour. The drum-major will give the signal to form to the left in time for the right flank of the bands to clear the colour party. On this signal the right half of the massed band and drums form as in ordinary squad drill pivoting on the centre man of the front rank of the massed bands until the right half of the front rank reaches its new alignment, whereon they mark time and the rear files of the right half cover off. The left half of the massed bands and drums, on the drum-major's signal to form, act as follows :—

TURN LEFT ABOUT, the front rank moving into line with the front rank of the right half, all the ranks of the left half conforming to their half of the front rank. The movement is now half completed with the drum-major and the right half facing the correct way and the left half facing the opposite way, all marking time. The left half then turn about in counter to the left on a signal from the senior director of music (or band master) the drum-major allowing a short pause then moving forward follow by the band. The director of music (or the band master) signals by holding his stick as high as he can above his head on seeing the left half of the massed band, having completed

their covering off, and then moving the stick away to his side, on which signal the left of the band turn about, bringing the whole of the massed band and drums facing the same way awaiting the drum-major's signal to go forward.

- NOTES—(i) On the first practice this is best done without instruments, the whole of the front rank holding on to the shoulder of musician on his left in the case of right half, the same with the left half, after they have done their first counter.
- (ii) The staff drill for drum-majors is given in Appendix 'E'.
- (c) "ESCORT FOR THE COLOUR—HALT, OPEN ORDER—MARCH, right DRESS". This command will be given so that the escort will be halted at 20 paces from the colour. The band and drums, when near the colour, will wheel to the left clear the escort, cease playing, halt and turn about. On the command "RIGHT DRESS" The men will pick up their own dressing, the guides stand fast.

20. "GUARDS, ATTENTION, SLOPE—ARMS"

- (a) The sentries will also slope arms
- (b) The subedar major will move in quick time to the front by the left flank of the escort to the colours having saluted, will receive the colour and return towards the escort.
- (c) The 2nd lieutenant for the colour will at the same time move out, place himself four paces in front of the lieutenant, passing by his right and having saluted the colour as the subedar major brings it up to him and having returned his cane will receive the colour from the subedar major, place it in his belt and turn about.
- (d) The commander of the escort will then give the following words of command :—

"ESCORT TO THE COLOUR, PRESENT—ARMS". The escort will present arms, the subedar major saluting; the havildars in the front rank making a half turn outwards, those in the rear rank making a three quarter turn outwards and then potting arms, and the sentries presenting arms. The band and drums will play the National Anthem if the President's Colour is being trooped, or the first eight bars of a slow march if the regimental colour is being trooped.

"SLOPE ARMS". The escort will slope arms; the 2nd lieutenant with the colour will resume his post in rear of the lieutenant, passing by his left; the subedar major will resume his post, passing by the left flank of the escort; the havildar passing by the right flank, will place himself in the rear of the third file from the right; the right guide and marker will close two paces to the right; the sentries will resume their places in quick time as the right file of the escort; the band and drums will turn about.

"ESCORT TO THE COLOUR; CHANGE DIRECTION LEFT—LEFT FOR M. SLOW MARCH. FORWARD BY THE CENTRE". This command will be given as soon as the subedar major, havildar and sentries are in their places. The escort will form to the left, and march off in slow time, preceded by the band playing an appropriate march. The parade commander will place himself sufficiently far in front of the line to allow the band and drums to pass in rear of him. When the band and drums approach the left of the line, they will wheel to the left and will move in front of the line of officers and halt.

As the escort reaches the rear of the drums, the band and drums will receive the command "SLOW MARCH" from the drum major.

"RIGHT TURN", "LEFT WHEEL", "LEFT—WHEEL". The lieutenant, when at four paces from the line of commanders of guards will give the command "RIGHT—TURN, LEFT—WHEEL", and on the leading file of the escort arriving opposite the left hand

man of the front rank of the line will again give the command "RIGHT—TURN, LEFT—WHEEL" and on the leading file of the escort arriving opposite the left hand man of the front rank of the line will again give the command "LEFT WHEEL".

21. "GUARDS, PRESENT—ARMS". The band will cease playing as soon as the lieutenant has given the second command "WHEEL" and the parade commander will then order the guards to "PRESENT ARMS". After the guards have presented arms the band and drums will again be playing. The lieutenant of the escort will move three paces in front of the line of officers, abreast of the second file from the right of the escort; the 2nd lieutenant carrying the colour will follow him abreast of the centre of the escort.

22. The front rank of the escort will file between the ranks of the guards, the rear rank between the rear and supernumerary ranks.

23. When the head of the escort arrives at the right of the remainder of the line, the captain will take place of the lieutenant and will move on with the escort to his original post; the lieutenant with the colour will move on passing him by the proper front.

"ESCORT TO THE COLOUR HALT". "LEFT TURN", LEFT DRESS", EYES FRONT".

24. The escort will halted as soon as it has cleared the remainder of the line and the lieutenant having given the command, "EYES RIGHT" will take post three paces in front of the second file from the left of the escort. The captain will then give the command "ESCORT TO THE COLOUR, PRESENT—ARMS". The band and drums will cease playing before the escort is halted and when near their original position will wheel to the left about on the command of the drum major.

25. "GUARDS SLOPE—ARMS, CLOSE ORDERS—MARCH". On the command "CLOSE ORDER" the officers will turn to the left and on the command "MARCH" they will move to their places at close order. The guards will take close order, the markers of the escort taking post in the supernumerary rank, the supernumerary havildar rejoining the escort. The 2nd lieutenant with the colour will take post four paces in rear of the fourth file from left of the right guard (the centre file of that guard making way for him), the subedar-major placing himself two paces in rear of him with one havildar on each side.

26. "GUIDES WILL RETIRE, ABOUT—TURN". The whole will turn about except the left guides, who will turn to their left, officers and supernumerary ranks retaining their places.

27. "AT THE HALT, CHANGE DIRECTION RIGHT, RIGHT—FORM. QUICK MARCH. GUARDS WILL ADVANCE, ABOUT—TURN, LEFT—DRESS". The guards will be formed back into column. The adjutant will cover the guides from the rear of the column and give the command "STEADY". The band and drums will take up a position in front of the saluting point.

The March past

28. "MARCH PAST IN SLOW AND QUICK TIME, BY THE LEFT, SLOW—MARCH". The column will step off, officers, JCOs. and NCOs. in the supernumerary rank being in the same alignment, each guard forming to the left when opposite flag 'B' and again when at forming distance from it. The band will begin to play directly the command "FORWARD" is given, after No. 1 guard has formed round the first flag, and will stop playing when the last guard is given the command "FORWARD" after forming round at flag 'E'. The parade commander will place himself at the saluting point. The colour party, during the formation at flag 'B' will change flank. The officers (including the 2nd lieutenant with the colour) of each guard during the formation at flag 'E' will place themselves three paces in front of the front rank, the captain in front of the second file from the right, the lieutenant in front of the 2nd file from the left and the 2nd lieutenant in front of the centre, subaltern officers moving out by the left flank. When his guard has formed round at flag 'B', each guard commander will order "FORWARD BY THE RIGHT, OPEN—ORDER". The rear and supernumerary

ranks will mark time two paces and then move on markers moving up on the flanks of the rear rank. The guards will then march past the saluting point as directed in Section 18.

29. When at 2 paces beyond the saluting point, each captain will give the command "CLOSE ORDER" on which the officers and front rank will mark time two paces, and then move on, markers taking post in the supernumerary rank. On reaching flag 'E' each captain will give the command "LEFT FORM : FORWARD, BY THE LEFT", the officers resuming their places in column. The colour party will change flank.

30. "GUARDS ? QUICK-MARCH". As soon as the last guard has formed at flag 'E' the band will cease playing and the troops will break into quick time by order of the commanding officer. The guards will then march past in quick time, the same procedure being followed as for the march past in slow time, except that :

- (a) The ranks will be at close order;
- (b) Officers, with the exception of the 2nd lieutenant with the colour, will not change their positions on reaching the nearest point;
- (c) The colour party, during the formation at flag 'B' and again at flag 'E' will change flank;
- (d) The markers will be in the supernumerary rank
- (e) When marching past in quick time, the officers will not salute with the sword (if carrying), but each company commander will order "Eyes Right" and "EYES FRONT" at the same points as in slow time.

31. "GUARDS, CHANGE DIRECTION LEFT, LEFT—FORM, FORWARD. HALT". As the left of each guard reaches the point where it rested in line, each captain will give the command "MARK—TIME" and when the last guard is in position, the commanding officer will form the guards in line and halt them.

32. Should any one be entitled to the "PRESENT" the parade commander will then open ranks and order a National or General salute, the band having moved to the right of the line.

33. "ORDER—ARMS". If trooping the colour is to be followed by guard mounting, the parade commander will then give the commands "STAND AT EASE". "OFFICERS FOR DUTY, FALL OUT", "STAND EASY". Officers for duty will fall out, salute the commanding officers and return their swords (if carrying), the subedar major will also return his sword (if carrying). The 2nd lieutenant will not give the colour into any one, else's charge.

34. Guard mounting will then be performed in accordance with the orders in force locally.

- NOTES—(i) If the ceremony takes place on the battalion parade ground, at the conclusion of the parade the colour will be marched off by the escort direct to the officers' mess. The Commanding Officer will order the battalion to "PRESENT ARMS" as the colour leaves the parade ground and the drums will play an appropriate march.
- (ii) If the ceremony takes place on a parade ground other than the unit parade ground and guards are not being furnished the battalion will march back to barracks with bayonets fixed. The colour will march at the head of No. 1 guard (escort to the colour). On arrival in barracks the battalion will be formed up and the colour marched off, the battalion presenting arms as above.