



Bureau of Police Research & Development  
Ministry of Home Affairs  
Government of India, New Delhi

# POLICE DRILL MANUAL



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Government of India

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विक्रम श्रीवास्तव, भा.पु.से.  
**VIKRAM SRIVASTAVA, IPS**  
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## PREFACE

The last editions of the Police Drill Manual were brought by Bureau in 1977 & 1995. It received an overwhelming response from well as State Police forces and we continued to get demand for copies of the Manual.

To meet this demand, it was decided to republish the revising it thoroughly. Revision of the Manual was done in consultation with experts. The present edition is the result of this effort.

In addition to many alterations done in the provisions of the earlier publication, the present Manual incorporates nine new chapters *i.e.*, on *Drills & Parades, Role of Drill Instructors, Selection of the Drill Instructors, Drill with 5.56 mm INSAS Rifle, Conduct in Uniform, Injury Management, Medals & Medal Ribbon, Flag code of India, Band Music & Saluting without Arms.*

Besides incorporating the Hindi words of command at places, Hindi equivalents of English words of command had forth in an annexure.

We shall gladly welcome your comments and suggestions if any.

**SD/- Vikram Srivastava**  
Director General

March, 2012

Bureau of Police Research & Development

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We also acknowledge the contribution of Shri S. Ramakrishnan, IPS (WB:73) in formulating the new chapters which have been added. The contribution and efforts of Shri Rakesh Jaruhar, IPS (JH:76) and Shri Rakesh Kumar Singh, Commandant, CRPF in the revision and updation of this Manual is deeply appreciated. Valuable inputs have also been provided by the instructors of all the CPOs and the State Police Training Centres. Our profound thanks to all for their contribution in this effort.

**Kuldeep Sharma**  
Addl. Director General

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## CHAPTER I

### DEFINITIONS

1. Alignment—Any straight line on which a body “of men is formed or is to form”.
2. Column—Bodies of men—one behind the other on parallel and successive alignments, at such a distance from one another as when formed to an angle of 90 degrees to either flank, will bring them into line with three paces interval between each.
3. Close Column—A column with distance reduced to suit requirements.  
For normal purposes Close Column of platoon will be formed at 12 paces distance. For Drill seven paces is more convenient.
4. Column of Route—A column of threes with not more than three men abreast in any part of the column, including officers and supernumeraries. The normal formation for men marching closed up on a road.
5. Column of Threes—A column with its officers and supernumeraries maintaining their places except for the officer in command who places himself at the head of the unit or sub-unit.
6. Covering—The act of a body placing itself directly in rear of another.
7. Depth—The space occupied by a body of men from front to rear.
8. Directing Body—The body, unit or subordinate unit on which the direction, pace and alignment or relative positions of several parts of a formation depend.
9. Distance—The space between men or bodies of men from front to rear.
10. Dressing—The act of taking up an alignment correctly.
11. File—A front rank man and his coverer or coverers.
12. Blank File—A file without a centre and rear rank man, or without a centre rank man. A blank file is the second file from the left. While in two ranks, the blank file is the third file from the left.
13. Flank—Either side of a body of men, as opposed to its front or rear.
14. Directing flank—That by which units march or dress.
15. Inner flank—That nearer the directing flank and serving as pivot when a body is changing its direction.
16. Outer flank—That opposite to the inner or directing flank (often known as reverse flank).
17. Forming—A method of changing direction as opposed to wheeling.

18. Front—The direction in which men are facing or moving at any given time.
19. Frontage—The extent of ground covered laterally by a body of men.
20. Incline—A diagonal movement by which ground is gained to the front and flank simultaneously without alteration of the original alignment.
21. Interval—The lateral space between men or bodies of men on the same alignment measured from flank to flank. Between dismounted men intervals are measured from elbow to elbow. Each dismounted man is allotted a lateral space of 24 inches in two ranks; in three ranks this lateral space is at arm's length with first clenched.
22. Line—Units formed on the same alignment.
23. Markers—Personnel employed in certain circumstances, to mark points on which to direct a movement or by which to regulate a formation or alignment.
24. Mass—A battalion with its companies in line of Close Column of Platoons, with 5 paces of interval between companies.
25. Open Order—An increased distance between ranks for ceremonial or inspection purposes.
26. Close Order—The normal distance between ranks in line.
27. Pace—A measurement of distance on foot (e.g. 30 inches). Movement.
28. Rank—A line of men, side by side.
29. Single file—Men one behind the other on a frontage of one man at normal marching distance.
30. Supernumeraries—The N.C.Os etc., forming the third rank if in the fourth rank if in threes.
31. Wheeling—A movement by which a body of men on parade changes direction, each rank of file pivoting on the inner flank but staining its dressing.

## CHAPTER II

### *Section 1*

#### **Object Of Drill**

- 1) The primary object of parade ground drill is to build up and maintain in a recruit a high standard of discipline, turn-out, bearing and pride in self and in the Police Force. In addition to these qualities being instilled among the force, well executed parade ground drill also indirectly develops individual self-respect and gives to the Force a feeling of power, cohesion and purpose. Drill brings about the co-ordination between mind and body and serves as the basis for imparting other service training.
- 2) A high standard of drill has a value over and above that obtained by the participants in a particular parade, for it also gives to the spectators a feeling of pride and confidence in the Force. The public generally see single policemen, or small parties on duty in the cities and rural areas, but they have too few opportunities of seeing larger formations to judge the police as an efficient and disciplined force. The Ceremonial Drill provides a valuable opportunity for the Force to demonstrate to the public as a whole their high standard of training and discipline.
- 3) The drill plays an essential part in the training of men for outdoor field work, for it teaches strict and implicit obedience to orders and develops in the man pride and confidence in the force to which he belongs. Well executed drill causes the men temporarily to exchange their individuality for the corporate spirit and thus helps to develop collective morale and esprit de corps.

### *Section 2*

#### **Principles of Instruction**

The drill instructor must bear in mind that instruction is an art and should be studied as such. He must always bear in mind the primary object of his subject, which is to promote and maintain a high standard of discipline, turnout, bearing and esprit de corps. He will at all times reflect to his squad the qualities which drill is designed to instil in the men. The drill instructor must ensure that a squad understands reasons for doing various movements. He must not be a slave driver nor must he imagine that he can achieve his object only by bullying and shouting, but at the same time his attitude towards his squad must always be firm and determined. He, cannot afford to accept anything but the very highest standards in all movements. To achieve the best results the instructor himself must mirror the qualities that drill is designed to develop—he must in fact teach by his own example.



### *Section 3*

#### **Preparation**

The drill instructor must prepare his lesson with the same care and attention to detail as is necessary for all other instructions. He must think out his lesson beforehand and know thoroughly the subject matter he is to teach. The drill instructor must also plan his instruction with an eye to the position of and arrangements for his squad. No member of the squad should be allowed to face or have his back to the sun. If possible, the whole of the squad should work in the shade.

### *Section 4*

#### **Method of Instructions**

Action is the main means of instruction in drill. Words alone are of little value and the talkative instructor will soon lose the interest of his squad. The following should always be adhered to:—

- (a) Complete demonstration.
- (b) Demonstration by numbers, with explanation. (Supernumerary if present, to be used for demonstration). Instructor to point out and explain drill movements.
- (c) Collective practice by squads, by numbers
- (d) Individual practice by numbers
- (e) Collectively by squads (counting the time)
- (f) Collectively by squads (judging the time)

The instructor will not attempt to explain his actions during the complete demonstration of the drill movement. He will not demonstrate the wrong way of doing the movement. During the period of individual practice he will check each individual and explain his faults to him.

The drill instructor must remember that he is a teacher like any other type of instructor. He must employ normal principles and methods of instruction to teach his squad, but at the same time bear in mind that his example will always retard or improve their performances. When actually giving a word of command to his squad, he himself will stand to attention, though he will of course be free to move afterwards in his own time to check faults or errors in the squad.

When exercising the trained man, it should not be necessary for the instructor to depart from the correct position of attention though it will often be necessary

and desirable for him to demonstrate and correct faults in his squad. Again it cannot be too strongly emphasized that example constitutes the finest teaching in DRIL the bearing, manner and carriage of the instructor will inevitably and accurately reflect themselves in his squad, and it is, therefore, the task of the instructor to set his squad a high standard by his personal example and employ normal techniques of instruction to instil this standard into them.

### *Section 5*

#### **Arrangements And Conclusion Of Instructional Periods**

Instructional periods must be planned with an eye to variety. Un-organized periods of aimless drill are valueless and teach nothing. Fifteen minutes is the maximum time to spend on any one drill movement at a time.

Instructional periods should not exceed forty minutes at a time. A drill period should always end with five minutes "Good Drill" devoted to movements which the instructor knows the squad can execute perfectly. The squad will thus leave the parade ground with a sense of achievement and pride in their performance.

### *Section 6*

#### **The Backward Man**

Instructors must never be allowed to make the backward man in a drill squad the butt for their abuse or sarcasm. A man must not be allowed to develop the impression that he is slow, by the instructor constantly calling out his name. The instructor should gradually and unobtrusively work round to the backward man in a squad, and by standing in front of him show him what he is doing wrong. Patience and understanding will soon develop the slow starter, who with proper handling will often prove ultimately to be one of the best men in the squad.

### *Section 7*

#### **General Instructions On Drilling Recruits**

The object of drill is to teach and maintain discipline. It is essential that drill should be done extremely well. Slovenly drill merely impairs discipline. The quality of drill is all important and this matters far more than the variety and quantity of drill practices. It is, however, essential that while the standard of drill should be higher than it was ever before, the amount of time which can be devoted to it should be reduced.

All movements on parade are to be performed smartly. Stamping of feet in such movements as turning, coming to attention or standing at ease should not be permitted.

The details of drill movements given in the following sections are for the information of the instructor only. It will not be repeated word for word to the men on parade.

When recruits are being taught a particular motion or exercise the instructor will form a squad round him and explain what is required in simple language. As soon as he is satisfied that his meaning is clear he will proceed to the second stage, (Demonstration) by performing the motion himself. During this stage he will point out details done by him or by his demonstrator. The men will then be made to perform the movements themselves firstly by numbers, secondly by individual practice, thirdly by counting out the time collectively and fourthly by judging the time. It is stressed here that the recruits will learn through practicing the movements and being corrected while doing so individually.

Recruits will be taught that, when on parade, it is the duty of every man to see that he is at all times in the correct dressing from which ever flank is the directing flank. This principle applies both when falling in and whenever the squad is brought to face the advance position after marching except in ceremonial drill where men will not correct their dressing on completion of a movement until they receive the command to dress.

Men should be given frequent short rests (Stand Easy) between exercises.

When men of a squad are being tested separately in any movement, those not under instruction at the moment should be ordered to stand easy or to continue practicing the movement in their own time.

In drill movements which have two or more movements, when judging the time, recruits should be taught to make a uniform pause after each motion, equal to two paces in quick time. In early stages of training, every member of a squad must be made to call out the time for each movement. This fixes the standard time of 40 movements in a minute.

## *Section 8*

### **Words Of Command**

Good drill depends in the first instance on good words of command.

Drill instructors and those responsible for taking drill parades must frequently practice giving words of command. This practice will give them confidence in giving words of command distinctly and loudly and accustom them to use their voices in the best manner. A word of command to a squad of six men need not be as loud as a command to a battalion.

Commands which consist of one word will be preceded by a caution, which

may be part of the word itself. The first or cautionary part of word of command will be given deliberately and distinctly. The last or executive part which, as a rule, should consist of only one word or syllable will be given sharply [e.g. PLATOON (Slowly)—HALT (sharply)]. A pause, which should be uniform in all words of command, will be made between the cautionary and the executive words of command. When however an order is given which cannot be executed quickly (e.g. wheeling which takes some time to carry out) the executive should itself be lengthened. Example— LEFT WH — E — EL.

The cautionary and executive words of command given in this pamphlet refer generally to one flank only but the same with certain modifications can be applied to movements to the other flank also.

Words of command must be given at all times with precision; indistinct and slovenly words of commands produce slovenly movements and must be avoided.

Instructors, when giving words of command, must stand to attention and should not move along with the squad. They should adopt a correct bearing thereby setting an example of alertness to their men.

It should always be remembered that a word of command is an order which must be obeyed smartly and properly. Instructors must after giving the word of command observe the drill movements of the squad and check any tendency on the part of men to carry them out in a slovenly manner. For instance, when men are called to attention, or after completion of the movement ordered to stand at ease, absolute steadiness and silence must be insisted upon. There must be no talking by the squad when they are being drilled. It should be the principle to perfect one movement before proceeding with the next. If faults and slack habits are passed over in the early stages, they will, in time, undermine discipline without which no force can train or perform their duties efficiently.

When it is desired to resume the position which obtained immediately prior to the last word of command, the command “AS YOU WERE” should be given.

The words of command laid down for use in close order drill are not intended for use in movements in the field. They are designed with a view to training the recruit’s mind and body to habits of strict obedience to the will of the leader.

The following table shows when to give words of command to men on the move during close order drill: —

Word of Command	Slow Time	Quick Time
Halt (Tham) . . . .	As the left foot is coming to the ground and level with the right	As the right foot is coming to the ground.
About Turn (Pichhe Mur)	As the right foot is coming to the ground and level with the left	As the left foot is coming to the ground.
Right Turn (Dahine Mur), Right Incline (Adha Dahine Mur), Right Form (Dahine ban), On the right form—squad (Dahine ko squad Bana)	As the left foot is passing and level with the right foot	As the right foot is coming to the ground.
Left Turn (Baen Mur), Left Incline (Adha Baen Mur), Left Form (Baen ban), On the left form squad (Baen ko squad Bana)	As the right foot is passing and level with the left foot	As the left foot is coming to the ground.
Mark Time (Qudam Tal)	Do	Do
Halt (Tham) When marking time (Qadam Tal)	As the right knee is just fully raised.	As the right foot is coming to the ground.
Forward (When marking time) (Agebarh –Qadam Tal Par)	When the left foot is touching the ground.	When the left foot is coming to the ground.
Break into quick time, Quick March (Tej Chaal Men Aa, Tej Chal)	When the left foot is touching the ground.	
Break into slow time, Slow March (Dhire Chaal Men Aa, Dhire Chal)		When the left foot is coming to the ground.
Break into double time, Double March (Daur Chaal Men Aa, Daur Ke Chal)		When the left foot is coming to the ground.

## *Section 9*

### **Inspection**

1. (i) Whenever a squad parading in three ranks is to be inspected, the ranks will be opened for the inspection and closed on its completion, by the following orders:—
    - (a) ‘OPEN ORDER-MARCH’ (Khuli line-chal)

The front rank will take two paces forward, the rear rank two paces to the rear.
    - (b) ‘CLOSE ORDER—MARCH’ (Nikkat line-chal)

The ranks will re-form close order, the front rank taking two paces to the rear, the rear rank taking two paces forward, the centre rank will remain steady in the position of attention throughout.
  - (ii) The Instructor will pay attention to the personal cleanliness of the men as well as to the state of their arms, equipment and clothing. A clean and smart turnout must be insisted on at all times. In this respect instructors must set a high standard for young recruits to emulate. Men learn good habits more quickly by example than by any other method.
  - (iii) Instructors will be trained in methods of inspection so that with practice, they will be able to tell at a glance whether or not each man on parade is correctly turned out.
  - (iv) A man ordered to adjust his dress, if in the front and middle ranks will take a pace forward; if in the rear rank a pace to his rear. On completion of adjustments the men will regain their original places in the ranks.
  - (v) The following points become second nature with experience, both in their being noticed at inspection and in their observance by the men. Full wear must be extracted from clothing and as long as it is serviceable it must be worn.

There is, however, no reason why part worn clothing should not be clean, correctly pressed, and in good repair.
  - (vi) It is usual to inspect, starting at the right hand man of the front rank, from the head downwards, the front of the rank before the back of it, and the men before their arms. After the inspection of the front rank has been completed the other two ranks will be inspected similarly.
2. *General impression*—Is the man clean? Is his uniform clean, well fitting, pressed, and correctly put on? Are his arms clean? Is he standing at the correct position of Attention?

NOTE:— Before starting to inspect, see that any incorrect positions are put right. The Inspecting Officer should be accompanied by the Platoon or Section Commander who will note anything he is told.

3. *Head-Dress*

- (a) From the front
  - (i) Is the hat, safa, or side cap clean and free from sweat and hair grease?
  - (ii) Is the head gear placed correctly, or is it falling back, or tilted to the side?
- (b) From the back
  - (i) Is the head gear clean from the back?
  - (ii) Is the hair short? If in doubt, tell the man to take off his cap so as to see if it is of moderate length on top.

4. *Face and neck clean and shaven*

NOTE : Check that the men's eyes do not follow the Inspecting Officer.

5. *Shirts*

- (a) From the front
  - (i) The shirt should be well fitted and properly tucked in.
  - (ii) Should be well starched, sleeves properly rolled, if wearing long sleeve shirts.
  - (iii) Buttons intact and not broken.
  - (iv) Designation and badges of rank must be clean and properly sewn on.
  - (v) No ends of cotton from the stitching must be allowed to appear.
  - (vi) If tunic is worn see that it is properly starched and that the shirt collar and tie are well fitted and clean.
  - (vii) See that buttons are clean and placed correctly.
- (b) From the back
  - (i) Is the collar clean?
  - (ii) Is the back of the shirt properly tucked in and pulled down?

6. *Belts*

- (a) From the front
  - (i) This must be fitted so tight that during marching the weight of the bayonet cannot pull it down one side.

- (ii) The buckle must be central to the front and in line with the clothing buttons. In case of Web belts the brass loops should be at one inch from the buckle.
  - (iii) The brass and silver fittings in the belt should be well polished.
  - (iv) When wearing a cross belt on Tunic, see that it crosses between the first two buttons from the collar end.
- (b) From the back
  - (i) The frog when worn with the belt should be on the left hip—not under the arms or in the small of the back.
  - (ii) The belt fittings in the rear should be clean.
- 7. *Hands*—Clean, with no tobacco or other stain, nails clean and trimmed.
- 8. *Shorts and Trousers*
  - (i) See that they are properly fitted specially at the waist.
  - (ii) See that they are of the regulation pattern and well starched and creased.
- 9. *Hosetops*
  - (i) See that they are of the approved shade.
  - (ii) Are tied immediately below the knees and the upper folds are correctly turned over—approximately 4 inches.
  - (iii) See if garters are worn.
- 10. *Putties and Anklets Putties*
  - (i) See that they are of the approved shade and pattern.
  - (ii) That they are properly tied and the bow of the tape is in line with the ankle and neatly tied.
  - (iii) Not more than two folds should be seen when wound round the ankle.
- 11. *Ankles*
  - (i) These must be of a large enough size not to wrinkle, gape at the side, or bulge, and must be so tightly fitted as to remain straight and not turn round at ankle.
  - (ii) The webbing and the straps must not be frayed.
  - (iii) Buckles if of brass, will be polished back and front.
- 12. *Boots*
  - (a) From the front



- (i) These must be in a good state of repairs and free from cracks. Laces must be strong and not twisted or knotted. Laces must be done up tight, so as to close the lace holes.
  - (ii) Should be neatly polished.
  - (iii) The angle of the feet when at Attention is correct (30 degrees). If carrying arms, the toe butt is in line with the toes of the boot.
- (b) From the back
- (i) See that the heels are together and in line.
  - (ii) Get some men to lift one foot at a time to see if the soles are in good repairs and properly studded.

*13. Inspection of Arms*

- (i) Arms should be clean and dry for inspection.
- (ii) Slings should be tight and properly fitted.
- (iii) When at the Order see that the sights are down and the safety catch is rear.

# DRILL AND PARADES



## CHAPTER III

### DRILL AND PARADES

The term "DRILL" comes from the old tradition of formation combat, in which soldiers were held in very strict formations as to maximize their combat effectiveness. Formation combat was seen as an alternative to *mêlée* combat, which required strict soldier discipline and competent commanders. As long as the formations could be maintained, the 'civilized' soldiers would maintain a significant advantage over their less organized opponents.

Although modern warfare has shirked this in favour of guerilla combat and loose formations, modern militaries still use parades for ceremonial purposes or in noncombat environments for their efficiency, ease of organization and encouragement of discipline. Roughly synonymous are "drill" and "march". Drilling started in the 16th century with the Dutch army of prince Maurice of Orange. The English word drill is from Middle Dutch origin. All new recruits to the police and para military forces are taught drill to teach them how to work and move as a team. In addition, formations are still used in riot control situations.

A drill in military terms is the action of memorising certain actions through repetition until the action is instinctive to the soldiers being drilled. Complex actions are broken down into simpler ones which can be practised in isolation as when the whole is put together the desired results are achieved. Such is necessary for a fighting force to perform at maximum efficiency in all manner of situations. Drilling increased in importance when men stopped fighting as individuals and began to fight together as units. Drilling as a vital component of a war machine further increased with the increases in the size of armies, for example when Phillip II of Macedon disciplined his army so they could swiftly form the phalanxes that were so critical to his successes as a general. Military drilling later was used by the Roman Army to maximise efficiency and deadliness throughout their long history. After the fall of the empire, and the Dark Ages set in Europe, most feudal lords more heavily relied on peasant levies and their wealthy knights to fight their wars, the knights for the most part reverting to fighting as individuals. Massed military drilling was used mostly by only the foremost armies and nations, such as the Normans. The U.S. drill is based on the contributions of Baron von Steuben, a Prussian Army officer who served as a volunteer in the Continental Army. During the winter quarters in Valley Forge, Pennsylvania, von Steuben taught a model company of 100 soldiers musket drill. These soldiers, in turn, taught the remainder of the Continental Army.

#### **Parades consist of four directions:**

Advance

Retire

Left

Right

The Advance is the primary direction of movement, regardless of which direction the soldiers are actually facing (similar to a ship's bow.)

The Retire is opposite the advance, against the primary direction of movement (similar to a ship's stern.)

The Left is to the left of the Advance (similar to a ship's port.)

The Right is to the right of the Advance (similar to a ship's starboard.)

If the Advance is changed, then all other directions are changed to be based on the new Advance.

### **Movements**

There is only one person in charge of a parade at a time. Changing this person is very ceremonious. This is to make it obvious to the personnel who is currently in command, and therefore whom to pay attention to.

During parades, unless explicitly told otherwise, the personnel have restricted movement, meaning they can only move exactly when they are told, and then only doing exactly what they are told to do. In most stances any movement at all is disallowed, and is held to such an extent as to have soldiers fainting on parade, although fainting under any conditions short of plural hours standing still in the hot sun is considered a sign of medical disability.

**Attention ( Savdhan )** : standing straight, eyes forward, chest out, shoulders back and down, knees straight but not locked, heels together, feet at a 30-degree angle (540 mils). All muscles are rigid. The hands are held in tight fists with the thumbs aligned with the seam of the trousers.

**At Ease ( Vishram )** : a modified position of attention in which the left foot is moved to shoulder width and the hands are placed behind the back with arms fully extended. The right hand is placed inside the left with all fingers together and pointing rigidly downwards.

**Easy ( Aaram Se )** : Legs remain at Ease position, arms are brought to the sides to a more natural standing position. Member may relax their muscles and make minimal movements.

### **Commands**

The typical parade commands are spoken extremely clearly and emphatically, and consist of four major parts.

**Identifier** or who is to follow the command. This is typically (number) Section, (number) Platoon, (letter) Company, or (name) Regiment, although the prefixes are often dropped when there is no ambiguity (Section, Platoon, Company (Coy.) or Regiment) Parade can only be given by the parade commander, and always refers to the entire parade, regardless of size.

**Precautionary**, or what is to be done in an abstract sense: Move to the Advance, Move to the Retire, etc. (This is not always used in American usage)

**Cautionary**, or the first part of what is to be done. This is called the "preparatory command."

**Executive**, or execution, a single syllable on which the soldiers actually move. This is as true in the other services; however, the accent of the commander often leads this to be heard as simply huh on commands such as "Present Arms" and "Order Arms." There is always a significant pause between the Cautionary and the Executive. The executive command is always given a greater emphasis than the preparatory command. Often there is no chance of ambiguity, and much of the command can be unspoken. In such cases there must always be the Cautionary and the Executive.

### **Common parade commands**

**Fall In** : Have the forementioned troops fall into formation.

**Fall Out** : Have the troops fall out. This is done with a right turn followed by either three steps or a Quick March in a straight line to the edge of the parade square, determined by context.

**Dis -Miss** : A fall-out where the soldiers have free time until their next designated work period (typically done at the end of a common day, although often is simply an erroneous substitution for Fall Out).

**Attention** : Have the soldiers uniformly adopt the Attention position, the most constrictive position (with feet together), but the only position from which soldiers can actually be made to move. Actions such as a salute also return soldiers to the attention position.

### **Alignment commands :**

Dressing right, Dress, or just Right Dress,- All personnel in the unit except the right marker. take two steps forward, pause, and bring up their arms parallel to the ground and at the same time snap their heads so they're facing right, unless otherwise specified (Elbow Dressing, Shoulder Dressing). After this, they pause, and then shuffle back to a new position, where their hand is extremely close to the soldier's shoulder on their right. On the command of 'Eyes Front', the front rank snaps their arms down and faces forward, while all other ranks simply face forward.

### **Rest positions :**

**Stand at Ease** : Have the personnel adopt the more relaxed position At Ease position, with feet shoulder width apart, although still no movement is allowed. This is typically used when soldiers must wait a short duration. This is also the initial positions soldiers are in when they fall into formation. Changing from At

Ease to Attention and back again, or the converse, is standard when the command of a parade is transferred (typically between the commanding officer and his Sergeant-Major), since command of a formation isn't actually transferred until the new commander makes a command.

**Stand Easy** : Have the soldiers adopt the next easiest stance, where hands are hung at the sides and the shoulders can actually be slacked. This is often, but not always, followed by an implicit 'Relax' ('Rest').

### **Marching with weapons/saluting**

**Shoulder Arms** : If the personnel have the weapons at the order, then it is brought up and carried on the right shoulder. Although Left and Right Shoulder Arms are both valid commands, right is assumed if it is unstated. The police/para military personnel must be at attention to shoulder weapons. This is typically done through a throw rather than a carry.

**Port Arms** : The weapon is brought out in front of the personnel, and held by the right hand on small of the butt, or equivalent, and the left hand about the forestock, or equivalent.

**Present Arms** : The police/para military personnel use the salute for their particular weapon. Personnel without weapons use a salute appropriate for their headdress. Often officers can salute on behalf of their troops, and any such ambiguity will be discussed with the personnel before hand. This is often used with the precautionary General Salute, when appropriate.

**Order Arms** : If the personnel are carrying a weapon which can be ordered they will lower it so that it is resting on the ground, touching the outer toes of the right boot, and being supported by a slightly bent right arm.

### **Saluting/saluting on the march**

**To the front Salute or Salute**: The right arm is raised so the forearm is placed at a 90° angle, while pointing at the temple. It is generally to a count of "Up, two, three, down!" While marching it is exactly the same, except the count is "Up, two, three, four, five, down, away!"

**To the Right Salute**: The right arm is raised so the forearm is placed at a 90° angle, while pointing at the temple. It is generally to a count of "Up, two, three, down!" while marching it is exactly the same, except the count is "Up, two, three, four, five, down, away!" This is done while looking to the right, except the right marker, who must stay looking to the front, to keep the flight, squad, platoon, etc. staying straight.

**To the Left Salute**: The right arm is raised so the forearm is placed at a 90° angle, while pointing at the temple. It is generally to a count of "Up, two, three, down!" While marching it is exactly the same, except the count is "Up, two, three, four,

five, down, away!" This is done while looking to the left, except the right marker, who must stay looking to the front, to keep the flight, squad, platoon, etc. staying straight.

### **Turning motions while marching**

**Right Turn** : A 90° turn to the right done by rotating on the right heel and left ball. The cautionary and executive are both called on the left foot. The left leg is then brought up to be parallel to the ground (although different patterns are followed by the Police forces and the para military forces) and slammed into the ground in the position of attention. This motion is done at a particular fixed point.

**Left Turn** : A 90° turn to the left, done by rotation on the right ball and the left heel. The right leg is then brought up to be parallel to the ground and slammed down into attention. This motion is done at a particular fixed point.

**About Turn**: A 180° turn to the right, done as an exaggerated version of the right turn. Right Flank MARCH or Right turn, it is still the same even on the march for some countries: All members marching execute 90° turn to the right done by rotating on the right heel and left ball. Left Flank MARCH or Left turn, it is still the same even on the march for some countries: All members marching 90° turn to the left, done by rotation on the right ball and the left heel.

### **Turning motions while still**

**Right Turn**: The body is rotated 90° to the right 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.

**Left Turn**: A mirror image of Right Turn.

**About Turn**: The body is rotated 180° in a clockwise direction, knees locked. 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.

**Right Incline**: Exactly the same as a right turn, but one only turns 45°.

**Left Incline**: Exactly the same as a left turn, but one only turns 45°.

### **Drill movements for recruits**

When a recruit is training in a Police Training School, usually have to call out timings of their parade moves, for example for a left or right turn, they call out "1" whilst they are turning, "2" is the regimental pause, "3" times the left or right foot to the parallel position and "4" is the timing to slam/drill your foot in to the floor.

For a salute on the halt, you halt, check, 1, 2 then call out 2, 3 up (then you bring your arm up into the salute call out 2, 3 pause or a second or two then lower your arm in to your attention stance. Do this according to your command.

Saluting on the march. Commands ARE ALWAYS given off on the LEFT foot. While marching, you will be commanded on your left foot, saluting, regimental pause, saluting to the right, then salute on your LEFT Foot, in which you will call, up miss over 2, 3, 4, 5, down (then you bring your arm down and face forward) swing, in which your right arm will be in position with your left foot, whilst marching.

### **Marching motions**

**Quick March:** The standard pace is 120 beats/minute with a 30in. step. The pace is based on the individual units, the pace given by the commander, and the speed of the band's rhythm.

**Slow March:** This is a ceremonial pace, used for funeral marches and when a unit's colors are marched out in front of the troops. The standard pace is 60 paces per minute.

**Double March:** This is essentially a moderate jog at approximately 180 paces per minute. It creates a travel speed of approximately double that of Quick Time, designed to be used even when carrying heavy burdens. This is often erroneously used to describe a sprint or an ordinary run.

**Easy March:** This is an unrestricted march at approximately Quick Time. This is designed for field marches and other rough conditions, though is not used in combat areas.

**Mark Time:** This is essentially a stationary march with the knees coming up parallel to the ground or the foot dangling six inches off of the ground. This is designed to maintain the time of large parades when portions need no forward speed.

**Step For-Ward or Forward or Forward, March:** This causes troops marking time to resume a normal march.

### **Cavalry drill**

The purpose of cavalry drill was to train men and horses to work together for war. It survives to us in a much diminished form in the modern sporting discipline of dressage. The movements sideways, at angles the pirouettes etc. were the movements needed for massed cavalymen to form and reform and to deploy. Of the proponents of classical dressage from which modern dressage evolved probably the best known are the Lipizzaner Stallions of the Spanish Riding School. The Canadian Mounties Musical Ride giving us an inkling of what massed cavalry drill at speed would have been like.



## **CHAPTER IV**

### **THE ROLE OF THE DRILL INSTRUCTORS IN INCREASING TRAINEE MOTIVATION AND INVOLVEMENT IN ADULT TRAINEES**

Training of the Police Personnel & Para Military Forces is receiving attention of the Leaders of the Force. The Padmanabiah Committee report on Police Reforms has made certain recommendations regarding the training of the Police personnel. Outdoor training is an important feature of Police Training. It has to be remembered that the personnel joining the Police & Para military forces are well educated and they are to be treated as Adults who have different qualities and their capability of learning is quite different as compared to children.

Training is a conscious effort to impart, improve or increase knowledge and skills to develop attitudes and values of an individual in a desired direction. It is, thus, a process of developing a person's effectiveness through carefully selected methods by competent trainers in a suitable training climate. It should be directed not only towards preparing him/her for the efficient and effective performance of his/her duties in the assigned job, but also towards developing his/her capacity for greater responsibility and, where appropriate, fitting him/her for other duties. This fact requires that we reassess a major issue in training: how best to enable recruits, trainees of the basic courses, and the in service participants to learn what they need to know. At the heart of this issue lies the topic of motivation: unless learners are adequately motivated they will not perform effectively, nor will they find learning rewarding or satisfying.

#### **Designing the Programme**

It is accepted that the first necessity of a good training programme, is the manner in which the programme has been designed. Designing and carrying out training activities can be challenging and rewarding; ingenuity and imagination are often required. The satisfaction of gaining or helping to impart to others knowledge about learning is also an important task. In each designed programme, there should be a lot of flexibility, depending on the number, background and learning styles of the participants, learning environment and other variables. In addition, the trainer will need to be familiar with the following:

- 3 Effective ways to present the material,
- 3 How to deal with problem participants
- 3 How to keep momentum going
- 3 How to determine how much the trainees have learned

#### **The Adult learner**

One aspect that has to be remembered is that the personnel joining the