9 Line MEDEVAC Request

Line 1. Location of the pick-up site.
Grid coordinate preferred, landmarks if necessary. Information encrypted if transmitting in clear.

Line 2. Radio frequency, call sign, and suffix. Information encrypted if transmitting in clear.

Line 3. Number of patients by precedence:
A - Urgent (w/in 2 hr)
B - Urgent Surgical (w/in 2 hr)
C - Priority (w/in 4 hr)
D - Routine (w/in 24 hr)
E - Convenience

Line 4. Special equipment required:
A - None
B - Hoist
C - Extraction equipment
D - Ventilator

Line 5. Number of patients by type:
A - Litter (L + #)
B - Ambulatory (A + #)

Line 6. Security at pick-up site:
N - No enemy troops in area
P - Possible enemy troops in area (approach with caution)
E - Enemy troops in area (approach with caution)
X - Enemy troops in area (armed escort required)

Line 6A. In peacetime – number and types of wounds, injuries, and illnesses

Line 7. Method of marking pick-up site:
A - Panels (color)
B - Pyrotechnic signal
C - Smoke signal
D - None
E - Other

Line 8. Patient nationality and status:
A - US Military
B - US Civilian
C - Non-US Military
D - Non-US Civilian
E - EPW

Line 9. NBC Contamination:
N - Nuclear
B - Biological
C - Chemical

Line 9A. In peacetime - terrain description of pick-up site

Cowboy Battalion Cadre and Personnel

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History of the Cowboy Battalion

Wyoming ROTC
The history of Wyoming's ROTC program can be traced to 1891, one year after Wyoming achieved statehood. At that time, the Board of Trustees established a "School of Military Science and Tactics," and required all able-bodied male students to participate in military training.

Wyoming formally established an ROTC program following the passage of the National Defense Act in 1916. This Act created the Reserve Officers' Training Corps and immediately following its passage, the University of Wyoming applied for an ROTC program. Shortly afterwards, the ROTC program was begun on 31 October 1916, making Wyoming one of the first seven institutions in the nation to establish an ROTC unit.

The ROTC Cadet Corps continued to expand until the 1965-66 school years. At that time, the University Board of Trustees approved an elective ROTC program as opposed to the previous program requiring male participation. Although enrollment initially declined, the program is experiencing an encouraging increase in student participation, both from male and female students. Indicative of the increased female interest in the program. During the 1976-77 school years, the Cadet Corps was commanded by its first woman Cadet Battalion Commander.

During the 1977-78 school years, the ROTC Department initiated the 'E' Curriculum. The purpose of this action was to provide as many ways as possible for students to receive credit for ROTC activities.

In conclusion, the Army ROTC program continues to provide valuable training for the formation of future leaders in the Army and civilian community. The Military Science Department, one of the oldest on campus, is proud of its long and distinguished record as it moves forward into a bright and nation serving future.

OPORDER Format

Task Organization

1. Situation
   A. Enemy Forces
   B. Friendly Forces
   C. Attachments/Detachments

2. Mission
   Who, What, When Where, Why

3. Execution
   A. Intent
   B. Concept of the Operation
   C. Maneuver
   D. Fires
   E. Tasks to Maneuver Units
   F. Tasks to Combat Support Units
   G. Coordinating Instructions

4. Service Support
   A. General
   B. Materials and Services
      I. Supply
      II. Transportation
      III. Services
      IV. Maintenance
   C. Medevac
   D. Personnel
   E. Miscellaneous

5. Command and Signal
   A. Command
      I. Location of Higher Unit Commander
      II. Location of Unit Commander
      III. Succession of Command
   B. Signal
      I. SOI Index
      II. Method of Communication
      III. Emergency
      IV. Code Words
Troop Leading Procedures

Troop leading is the process a leader goes through to prepare his unit to accomplish a tactical mission. It begins when he is alerted for a mission. It starts again when he receives a change or a new mission.

The troop-leading procedure comprises the steps listed below. Steps 3 through 8 may not follow a rigid sequence. Many of them may be accomplished concurrently. In combat, rarely will leaders have enough time to go through each step in detail.

Leaders must use the procedure as outlined, if only in abbreviated form, to ensure that nothing is left out of planning and preparation, and that their soldiers understand the platoon's and squad's mission and prepare adequately. They continuously update their estimates throughout the preparation phase and adjust their plans as appropriate.

Step 1: Receive the Mission
Step 2: Issue the Warning Order
Step 3: Make a Tentative Plan
Step 4: Start Necessary Movement
Step 5: Reconnoiter
Step 6: Complete the Plan
Step 7: Issue the Complete Order
Step 8: Supervise

Military Science Program

Basic Course
MS 1010 and 1020—These courses focus on the organization and role of the U.S. Army, rifle marksmanship, customs and courtesies, career opportunities, land navigation, leadership laboratory, and field training exercises.

Military Schools
Cadets have the option of attending training courses throughout the school year. These courses include, but are not limited to:
- Airborne School
- Air Assault School
- Northern Warfare
- Mountain Warfare
- Cadet Troop Leadership Training (CTLT)

Participation in all courses is extremely competitive, and all "best qualified" cadets will be placed on an Order of Merit List (OML) and will be offered course slots in order of standing on the OML.

Airborne school is a three-week program of instruction conducted at Fort Benning, Georgia. The course is open to contracted cadets MS II and above, who volunteer and pass the physical requirements. A minimum Physical Fitness score of 250 is required. At Airborne school, cadets will train alongside Regular Army officers and enlisted men and women, as well as members of the other armed services, to jump from an Air Force aircraft (C130 and C141). Upon completion of the course, cadets will earn the coveted jump wings and be parachutist qualified! This course is extremely safe and boosts the confidence of all who have the opportunity to attend.

Air Assault school is conducted at Fort Campbell, Kentucky. It is two weeks of mental and physical challenges. This school is designed to teach air assault skills and procedures, rappelling, sling load preparation, working with aircraft, improve basic leadership skills, instill the Air Assault spirit and award the Air Assault Badge.
Military Schools

**The Northern Warfare School** is a three-week course conducted at Fort Greely, Alaska. Instruction there involves survival in extreme weather conditions and mountain warfare. Because of the extremely limited number of slots to this training, cadets can only earn a chance to attend this school through outstanding performance in the program coupled with a demonstrated desire to pursue a military career which would utilize these special skills.

**Mountain Warfare School** is a two-week course taught by the Vermont National Guard at Ethan Allen Firing Range in Jericho, Vermont. Both a summer and a winter phase are offered. The training is designed to make you an expert in mountain operations. Mountain Warfare School is both physically and mentally demanding. Training is non-stop, 15 hours per day, for 14 days. If you can carry a 65-pound rucksack up to five miles per day in mountainous terrain and are competent with both day and night land navigation you may have what it takes to complete this intense training.

**Cadet Troop Leadership Training (CTLT)** is a four week leadership experience conducted at various units throughout the Continental U.S., Alaska, Hawaii, and Europe. Students are placed in charge of a regular Army platoon of approximately 35 soldiers. The student’s objective is to perform the leadership and management tasks necessary to train the platoon’s soldiers and maintain its equipment.

ROTC Patch

**THE LAMP**
denotes the pursuit of knowledge, higher learning, and the partnership of Army ROTC with American colleges and universities.

**THE SWORD**
signifies courage, gallantry, and self-sacrifice intrinsic to the profession of arms.

**THE HELMET**
is symbolic of the ancient civilization concept of the warrior scholar.

The Shield
symbolizes the Army mission of national defense and is divided into quarters representing the four traditional Military Science courses comprising the Senior ROTC curriculum.

The Motto
"Leadership Excellence" expresses the ultimate responsibility of Army ROTC in the discharge of its moral responsibility to the Nation.
The Cadet Creed

I am an Army Cadet. Soon I will take an oath and become an Army officer committed to DEFENDING the values which make the Nation great. HONOR is my touchstone.
I understand MISSION first and PEOPLE always.
I am the PAST: the spirit of those WARRIORS who made the final sacrifice.
I am the PRESENT: the scholar and apprentice soldier enhancing my skills in the science of warfare and the art of leadership.
But above all, I am the FUTURE; the future WARRIOR LEADER of the United States Army. May God give me the compassion and judgment to lead and the gallantry in battle to WIN.
I WILL DO MY DUTY

Soldier’s Creed

I am an American Soldier.
I am a Warrior and a member of a team. I serve the people of the United States and live the Army Values.
I will always place the mission first.
I will never accept defeat.
I will never quit.
I will never leave a fallen comrade.
I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills. I always maintain my arms, my equipment and myself.
I am an expert and I am a professional.
I stand ready to deploy, engage, and destroy the enemies of the United States of America in close combat.
I am a guardian of freedom and the American way of life.
I am an American Soldier.

Warrior Forge & Leadership Training Course

LDAC/Warrior Forge

The summer following your junior year, all cadets attend the Leadership Development and Assessment Course (LDAC), a 33 day summer course at Ft. Lewis, WA. It is designed to evaluate a cadet’s leadership abilities while providing additional leadership and individual skills instruction.

During LDAC, each cadet is given several opportunities to serve in leadership positions such as squad leader, platoon sergeant, platoon leader, first sergeant, executive officer, or company commander. These positions allow the cadet to demonstrate his/her leadership ability and skills. The cadet’s performance in this area, along with scores from the Army Physical Fitness Test, land navigation test, Basic Rifle Marksmanship (BRM), and tactics, make up the cadet’s final grade. During LDAC, a cadet will be exposed to many areas of Army doctrine and skills. This includes: Nuclear-Biological-Chemical (NBC) warfare, engineering (mines and obstacles), communications, land navigation, fire support, small unit tactics, and patrolling.

LDAC also features special training consisting of individual movement techniques, offensive and defensive operations, water survival, and more. One of the most exciting training events is Recondo Certification. This is a block of training that builds motivation and self-confidence in each cadet. A cadet will be challenged by the slide for life, Recondo obstacle course, forty-foot rope drop, and fifty-five foot rappel tower.

The evaluation a cadet receives has an effect on his/her future role in the U.S. Army. For this reason, cadets should put forth their maximum effort and be fully prepared. All material required will be covered during a cadet’s training in Army ROTC, so the cadet must ensure that he/she is ready to lead the way.

LTC

Leader’s Training Course (LTC) is the Army’s 2-year ROTC Program entry point. Through the Leader’s Training Course, students without ROTC Basic Course experience can examine the Army without incurring an obligation, and qualify for Advanced Course entry. The Army evaluates these students in a leadership oriented, challenging, and motivating 28-day training program at Fort Knox, Kentucky. Students also earn approximately $900 while at this course.


**Operational Components**

- **Fire Teams** - Composed of 4 soldiers led by a Sergeant.
- **Squad** - Composed of two fire teams. They are usually led by a Staff Sergeant and account for 9-10 soldiers.
- **Platoons** - Composed of two or more squads. They are usually commanded by a Second Lieutenant supported by a Sergeant First Class, and account for 25-60 soldiers.
- **Companies** - Also known as batteries in Field Artillery and troops in cavalry. Composed of three or four platoons. They are usually commanded by a Captain supported by a First Sergeant, and account for 60-200 soldiers.
- **Battalions** - Composed of two to five companies. They are usually commanded by a Lieutenant Colonel and account for 300-1000 soldiers.
- **Brigades** - Composed of two or more battalions. They are usually commanded by a Colonel and account for 3,000-5,000 soldiers.
- **Divisions** - Consist of seven or more brigades. They are usually commanded by a Major General and account for 10,000-15,000 soldiers.
- **Corps** - Consists of two or more divisions. Usually commanded by a Lieutenant General and account for 20,000-45,000 soldiers.

**Brigade Combat Teams (BCTs)**

BCTs are the Army’s new Brigade size organizations. It is a combined arms team consisting of maneuver battalions, a reconnaissance battalion, a field artillery battalion, a brigade support battalion, and brigade units.

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**Army Song**

"THE ARMY GOES ROLLING ALONG,"

The song was originally written by field artillery First Lieutenant Edmund L. Gruber, while stationed in the Philippines in 1908 as the "Caisson Song." The original lyrics reflect routine activities in a horse-drawn field artillery battery. The song was transformed into a march by John Philip Sousa in 1917 and renamed "The Field Artillery Song." It was adopted in 1952 as the official song of the Army and re-titled "The Army Goes Rolling Along." The current lyrics tell the story of our past, our present, and our future.

"The Army Goes Rolling Along."

First to fight for the right, and to build the Nation's might,
And the Army Goes Rolling Along
Proud of all we have done,
Fighting till the battle's won,
And the Army Goes Rolling Along

CHORUS:
Then it's hi, hi, hey! The Army's on its way
Count off the cadence loud and strong (two, three)
For wher-e'er we go, You will always know
that the Army Goes Rolling Along

March along, sing our song
with the Army of the free
Count the brave,
count the true,
who have fought to victory.
We're the Army and proud of our name;
We're the Army and proudly proclaim:
Chorus

Valley Forge, Custer's ranks, San Juan hill and Patton's tanks,
And the Army went rolling along.
Minute men from the start,
Always fighting from the heart,
And the Army keeps rolling along.
Chorus

Men in rags, men who froze, still that Army met its foes,
And the Army went rolling along.
Faith in God, then we're right,
And we'll fight with all our might,
As the Army keeps rolling along.
**Phonetic Alphabet**

<table>
<thead>
<tr>
<th>Letter</th>
<th>Code</th>
<th>Pronunciation</th>
</tr>
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<tbody>
<tr>
<td>A</td>
<td>ALPHA</td>
<td>(AL-FAH)</td>
</tr>
<tr>
<td>B</td>
<td>BRAVO</td>
<td>(BRAH-VOH)</td>
</tr>
<tr>
<td>C</td>
<td>CHARLIE</td>
<td>(CHAR-LEE)</td>
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<tr>
<td>D</td>
<td>DELTA</td>
<td>(DELL-TAH)</td>
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<tr>
<td>E</td>
<td>ECHO</td>
<td>(ECK-OH)</td>
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<td>F</td>
<td>FOXTROT</td>
<td>(FOKS-TROT)</td>
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<td>G</td>
<td>GOLF</td>
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<td>HOTEL</td>
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<td>INDIA</td>
<td>(IN-DEE-AH)</td>
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<td>JULIETT</td>
<td>(JEW-LEE-ETT)</td>
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<td>K</td>
<td>KILO</td>
<td>(KEY-LOH)</td>
</tr>
<tr>
<td>L</td>
<td>LIMA</td>
<td>(LEE-MAH)</td>
</tr>
<tr>
<td>M</td>
<td>MIKE</td>
<td>(MIKE)</td>
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<tr>
<td>N</td>
<td>NOVEMBER</td>
<td>(NO-VEM-BER)</td>
</tr>
<tr>
<td>O</td>
<td>OSCAR</td>
<td>(OSS-CAH)</td>
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<tr>
<td>P</td>
<td>PAPA</td>
<td>(PAH-PAH)</td>
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<td>Q</td>
<td>QUEBEC</td>
<td>(KEH-BECK)</td>
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<td>R</td>
<td>ROMEO</td>
<td>(ROW-ME-OH)</td>
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<tr>
<td>S</td>
<td>SIERRA</td>
<td>(SEE-AIR-RAH)</td>
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<td>T</td>
<td>TANGO</td>
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<td>U</td>
<td>UNIFORM</td>
<td>(YOU-NEE-FORM)</td>
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<td>(VIK-TAH)</td>
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<td>(WISS-KEY)</td>
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<tr>
<td>Y</td>
<td>YANKEE</td>
<td>(YANG-KEY)</td>
</tr>
<tr>
<td>Z</td>
<td>ZULU</td>
<td>(ZOO-LOO)</td>
</tr>
</tbody>
</table>

**Army Organization**

**Rank Structure**

**Cadet Enlisted Ranks:**

- Cadet Private First Class
- Cadet Private
- Cadet Corporal
- Cadet Sergeant
- Cadet First Sergeant
- Cadet Sergeant Major
- Cadet Command Sergeant Major

**Cadet Officer Ranks:**

- Cadet Captain
- Cadet First Lieutenant
- Cadet Second Lieutenant
- Cadet First Sergeant
- Cadet Sergeant Major
- Cadet Command Sergeant Major
Army Organization

Rank Structure

Enlisted Rank:

- CSM (Command Sergeant Major)
- SSM (Sergeant Major)
- E9 (E-9)
- MSG (Master Sergeant)
- E8 (E-8)
- MSG (Master Sergeant)
- E7 (E-7)
- SFC (Sergeant First Class)
- E6 (E-6)
- SGT (Sergeant)
- E5 (E-5)
- PFC (Private First Class)
- E4 (E-4)
- SPC (Spcialist)
- E3 (E-3)
- PFC (Private First Class)
- E2 (E-2)
- PC (Patrol Cap)
- E1 (E-1)

Officer Rank:

- General of the Army
- General
- Lieutenant General
- Major General
- Brigadier General

Acronyms

- OCONUS: Outside the Continental United States
- OCS: Officer Candidate School
- OP: Observation Post
- OPFOR: Opposing Forces
- OPORD: Operation Order
- OPS: Operations
- ORP: Objective Rally Point
- PB: Patrol Base
- PBO: Property Book Officer
- PC: Patrol Cap
- PCS: Permanent Change of Station
- PFC: Private First Class
- PL: Platoon Leader
- PLDC: Primary Leadership Development Course
- PMCS: Preventive Maintenance Checks and Services
- PMS: Professor of Military Science
- POC: Point of Contact
- PSG: Platoon Sergeant
- PT: Physical Training
- PVT: Private
- POW: Prisoner of War
- RC: Reserve Components
- RCPP: ROTC Cadet Pay System
- Recon: Reconnaissance
- RECONDO: Reconnaissance Commando Doughboy
- RCT: Regiment
- ROE: Rules of Engagement
- ROO: Recruiting Operations Officer
- ROTC: Reserve Officers Training Corps
- RP: Release Point
- RRP: Re-Entry Rally Point
- RTO: Regimental Tactical Officer
- SALT: Size, Activity, Location, Unit, Time and Equipment
- SFC: Sergeant First Class
- SGT: Sergeant
- SITREP: Situation Report
- SL: Squad Leader
- SM: Soldier's Manual
- SMP: Simultaneous Membership Program
- SOI: Signal Operating Instructions
- SOP: Standard Operating Procedures
- SPC: Specialist
- SQD: Squad
- SSG: Staff Sergeant
- SSN: Social Security Number
- STP: Soldier Training Publication
- STX: Situational Training Exercise
- TACSOP: Tactical Standing Operating Procedures
- TAG: The Adjutant General
- TASC: Training Aid Support Center
- TC: Training Circular
- TDA: Table of Distribution of Allowances
- TF: Task Force
- TL: Team Leader
- TMI: Training Management Indicator
- TOC: Tactical Operations Center
- TOE: Table of Organization and Equipment
- TRADOC: Training and Doctrine Command
- TRP: Target Reference Point
- TACSOP: Tactical Standing Operating Procedure
- USAR: U.S. Army Reserve
- USMA: U.S. Military Academy
- WPN: Weapon
- XO: Executive Officer
Acronyms

AA  Assembly Area  PTTY  Field Training Exercise
AAR  After Action Review  FY  Fiscal Year
AC  Active Component  GL  Grid Line
ACE  Report  Ammunition, Casualty  GPA  Grade Point Average
and Equipment (Report)  HE  High Explosive
ADA  Air Defense Artillery  HO  Headquarters
AGR  Active Guard/Reserve  ID  Identification
ALICE  All purpose, Lightweight Indi-
AMMO  Ammunition  IG  Inspector General
APFT  Army Physical Fitness Test  INF  Infantry
APMS  Assistant Professor of Military  INSP  Inspection
Science  INT  Intelligence
ARA  Active Reserve
ASAP  As Soon As Possible  IRA  Individual Ready Reserve
BCT  Brigade Combat Team  JROTC  Junior Reserve Officers’ Training
BN  Battalion  Corps
CAB  Cavalry  KIA  Killed in Action
CDR  Commander  LAB  Leadership Laboratories
CIB  Commanding General  LBE  Load Bearing Equipment
CLS  Combat Life Saver  LD  Line of Departure
CO  Commander  LOA  Limit of Advance
CP  Command Post  LOG  Logistical
CPT  Captain  LOI  Letter of Instruction
CSM  Command Sergeant Major  LP  Listening Post
CSS  Combat Service Support  LT  Lieutenant
CTLT  Cadet Troop Leadership Training  LZ  Landing Zone
CTT  Common Task Training  MEDEVAC  Medical Evacuation
DA  Department of the Army  METL  Mission Essential Task List
DECON  Decontamination  METT-TC  Mission, Enemy, Terrain,
DIV  Division  Troops, Time, Civilian
DMC  Distinguished Military Graduate  MILES  Multiple Integrated Laser
DMS  Distinguished Military Student  Engagement System
DZ  Drop Zone  MDT  Mission Design Team
EIB  Expert Infantry Badge  MSG  Master Sergeant
ENDEX  End Exercise  MTOE  Modification Table of Organiza-
EO  Equal Opportunity  MUC  Movement and Counterspace
EPW  Enemy Prisoner of War  NBC  Nuclear, Biological and Chemical
EVAC  Evacuation  NCO  Noncommissioned Officer
EVAL  Evaluate  NCOIC  Noncommissioned Officer In-
1SG  First Sergeant  Charge
FA  Field Artillery  OBC  Officer Basic Course
FM  Field Manual  OCOFA  Observation and fields of
FO  Forward Observer  fire, Cover and concealment, Obsta-
FRAGO  Fragmentary Order  PL  Part Line
FSB  Forward Support Base  PSC  Posture
GPA  Grade Point Average  QMC  Quartermaster
GL  Grid Line  RCT  Ready to Combat
GSM  General Staff Member  REX  Reservist
HEN  Headquarters  RTO  Radio Technical Officer
JAG  Judge Advocate General  RTI  Reference Table
JROTC  Junior Reserve Officers’ Training
Corps  SALT  Sustainment Action List
JTF  Joint Task Force  SAM  Senior Military Advisor
LATT  Leadership and Administration  SAS  Support Activity
LBE  Load Bearing Equipment  SGT  Staff Sergeant
LT  Lieutenant  SGT  Sergeant
LOG  Logistical  SM  Sergeant Major
LZ  Landing Zone  SSN  Support Squad
MAJ  Major  STE  Staff Element
MND  Multinational Division  TAC  Tactical
MOS  Military Occupation Specialty  TCC  Training Center
MP  Military Police  TCT  Training Company
MRE  Meal Ready-to-Eat  TCT  Training Company
MS  Military Science  TRG  Training
MSG  Master Sergeant  TSC  Training Support Center
MSG  Master Sergeant  VAC  Visibility and Camouflage
MTA  Mission Training Activity  WAC  Water and Sanitation
OBC  Officer Basic Course  WO  Warrant Officer
OBX  Officer Basic Course  WO  Warrant Officer
OCOKA  Observation and fields of  fire, Cover and concealment, Obsta-
OBS  Observation and Basic Skills
OBS  Observation and Basic Skills
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Battalion Staff

Battalion Commander (BC) - is an MS IV cadet and is the senior ranking cadet of the battalion. He or she is responsible for all that the battalion does or fails to do. He or she delegates his responsibilities through his chain of command, and is responsible for the UW ROTC mission accomplishment. The BC is also the direct link to the Cadet battalion from the Professor of Military Science.

Executive Officer (XO) - is an MS IV cadet and is second in command of the battalion. He or she is responsible for directing the execution of staff tasks, the coordinated effort of staff members, and the efficient and prompt response of the staff. In the absence of the Commander he/she is in command.

Command Sergeant Major - is an MS IV cadet and is the senior ranking enlisted cadet of the battalion. He or she is responsible for insuring the orders and directives of the Battalion Commander are carried out and that the missions the battalion are given are completed. He or she is to insure that the training, conduct, appearance, and accountability of the cadet battalion is always to standard.
**Battalion Staff**

**Cadet Adjutant (S-1)** - is an MS IV cadet and is responsible for assisting the cadet Battalion Commander with all administrative matters. The S-1 is responsible for maintaining and updating alert rosters, attendance rosters, and class schedule files. The S-1 is responsible for setting up and maintaining cadet battalion boards, cadet mail boxes, and collecting personnel information. The S-1 will produce or update any administrative material that the cadre sees as important to the battalion.

**Cadet Operations Officer (S-3)** - is the MS IV cadet who is third in command and is responsible for planning, organizing, and conducting all leadership laboratory training and FTX. He or she assigns instructors for training, writes operations orders, determines training locations, and coordinates with all of the staff members to ensure that cadets receive the best training possible. The S-3 is also in command of several assistants that specialize in certain areas and help him or her to accomplish battalion objectives.

**Cadet Logistics Officer (S-4)** - is an MS IV cadet and is responsible for logistics matters. This includes but is not limited to, managing battalion finances, unit bulk issues, issuing equipment required for training, transportation, and mess operations both administrative and tactical. The S-4 will plan, coordinate, and supervise all matters pertaining to logistics in conjunction with the S-3.
Uniforms

Rank, nameplate, ribbons, and insignia will be worn in accordance with the following:

1. **Non-Subdued Officer or Enlisted Rank**: Centered 5/8 inch from shoulder seam on both shoulder loops. When wearing more than one disk or lozenge there will be 1/4 inch space between them.

2. **Distinctive Unit Insignia (Unit Crest)**: Centered on shoulder loops midway between the insignia of grade and outer edge of the button.

3. **Academic Achievement Insignia**: Males- Centered immediately above the right breast pocket. Females- Centered 1/4 inch above the nameplate.

4. **Distinguished Military Student Badge**: Males- Centered 1/8 inch above the right breast pocket or 1/8 inch above the Academic Achievement Wreath. Females- Centered 1/4 inch above any other insignia and/or nameplate worn on right coat front.

5. **Nameplate**: Males- Worn on the right breast pocket flap centered between the top of the button and the top of the pocket. Females- Worn 1 to 2 inches above the top of the button centered horizontally on the wearer's right side.

6. **Parachutist/Air Assault Badge**: Males- Centered 1/4 inch above the left breast pocket or 1/4 inch above ribbons. Females- Centered 1/4 inch above top row of ribbons.

7. **Ribbons**: Males- Laterally centered 1/8 inch above the left breast pocket. Females- Centered on left side, with the bottom row positioned parallel to the bottom edge of the nameplate. All- If more than one ribbon has been awarded, precedence will be from left to right, top row taking precedence over bottom row, no more than four ribbons to a row. Subsequent rows are flush or 1/8 inch above the previous row.

8. **Marksman Badge**: Males- Centered on left breast pocket flap 1/8 inch below the pocket seam. If additional badge is worn, it will be laterally centered on the pocket flap with one inch between badges. Females- Will be worn on the left side 1/4 inch below the bottom ribbon row or in a similar location if ribbons are not worn. Placement of badges maybe adjusted to conform to individual figure differences.

9. **RECONDO Badge**: Males- Centered on the left breast pocket between the bottom of the pocket and the bottom of the pocket flap. Females- Centered on left side. The top of the insignia one inch below bottom of second button.

10. **Cadet Command Shoulder Sleeve Insignia**: Worn centered on the left sleeve 1/2 inch below the top of the shoulder seam. When the Ranger Challenge Tab is worn, the tab will be placed 1/2 inch below the top of the shoulder seam. The shoulder sleeve insignia will be worn 1/4 inch below the tab.

Battalion Staff

**Cadet Enrollment Officer (S-5)** - is an MS IV cadet and is responsible for the cadet recruiting activities conducted with the Cowboy Battalion. He/She is responsible for coordinating recruiting functions, providing information to campus newspapers, posting advertisements throughout the campus, taking photographs of cadet activities, and advising the Cadet Battalion Commander. The S-5 also has several assistants that help him achieve our overall recruiting and retention goals.

**Cadet MS V’s** - These are cadets completing their academic requirement who have completed their MS IV year. These individuals serve in various positions within the staff and also mentor the MS IV’s in conducting their duties.

Company Commander (CO) - is an MS III cadet and is the senior ranking the company. He or she is responsible for all that the company does. The CO discharges his or her responsibilities through the chain of command. He or she is responsible for mission accomplishment.

1st Sergeant (1SG) - is an MS III cadet and is the senior ranking NCO of his company. The First Sergeant works for his or her Company Commander and receives directives and information from the CSM. He or she is responsible for insuring that the directives of the CSM and the Company Commander are carried out. He or she is to insure that the training, conduct, appearance, and accountability of his company is always at a high state.

Platoon Leader (PL) - is an MS III cadet and is the senior ranking cadet of his platoon. He or she is responsible for all that his or her platoon does or fails to do. The PL delegates authority to his PSG and Squad Leaders. He or she works closely with his PSG to insure the platoon’s missions are accomplished.

Platoon Sergeant (PSG) - is an MS III cadet and is the senior ranking enlisted cadet of the platoon. He or she is responsible for insuring that the orders and directives of his Platoon Leader are carried out and that the missions the platoon is given are completed. The PSG is to insure that the training, conduct, appearance, and accountability of the platoon is always to standard. In the absence of the Platoon Leader, the PSG is in command of the platoon.

Squad Leader (SL) - is an MS III cadet and is the senior ranking enlisted cadet of the squad. He or she is responsible for all that his squad does or fails to do. The SL insures that all orders and directives of the Platoon Leader and the PSG are carried out and that the training, conduct, appearance, and accountability of his or her squad is always at a high standard.

Cadet Corporal is the rank given to all MS II cadets. These cadets will usually act as Team Leaders. Their job is to ensure that the orders and directives of the Squad Leader are carried out properly.

Cadet Private First Class is the rank given to all MS I cadets. These cadets constitute the squad and work together in buddy teams to carry out orders of the Squad Leader.

Class A Uniform

- Army Green Garrison Cap
- Army Green Coat
- Shoulder Marks
- Army Green Long Sleeve Shirt
- Black Necktie/Neck Tab
- Black Belt with Brass Buckle (not shown)
- Army Green Slacks
- Black Socks
- Black Low Quarter Shoes (or Pumps)

Class B Uniform

- Army Green Garrison Cap
- Shoulder Marks
- Army Green Long or Short Sleeve Shirt
- Black Necktie/Neck Tab (mandatory with long sleeve shirt, optional with short sleeve shirt)
- Black Belt with Brass Buckle
- Army Green Slacks
- Black Socks
- Black Low Quarter Shoes or Pumps
**Uniforms**

**Class A’s**

The Class A green service uniform is what cadets will generally wear to social functions and other formal events. It may be worn as a dress uniform by cadets. When worn with white shirt and bow tie/neck tab, it is equivalent to the Army blue and white uniforms for cadets and enlisted personnel.

The class A green service uniform comprises the Army green coat and trousers (slacks or skirt for females), an Army green (AG) shade 415 short- or long-sleeved shirt, a white undershirt, a black four-in-hand necktie (neck tab for females), and a garrison cap.

**Fit**

Fitting instructions and alterations of uniforms will be in accordance with appropriate Army Regulations (AR 670-1). The following is a summary of general military fitting guidelines:

- **Uniform coats and jackets (male and female)** sleeve length will be 1 inch below the bottom of the wrist bone.
- **Trousers** are fitted and worn with the lower edge of the waistband at the top of the hipbone, plus or minus 1/2 inch. The front crease of the trousers will reach a point approximately midway between the top of the sole and tip of the standard shoe heel in back. The trousers may have a slight break in the front.
- **Slacks** will be fitted and worn so that the center of the waistband is at the natural waistline. The front crease of the slacks will reach the tip of the instep and be cut on a diagonal line to reach a point approximately midway between the top of the sole and tip of the standard shoe in back. The slacks may have a slight break in front.
- **Knee length skirts** will not be more than 1 inch above or 2 inches below the crease in the back of the knee.
- **Long sleeve shirt sleeve length** will extend to the center of the wrist bone.

**Wear**

When worn, the shirt will be tucked into the trousers or slacks so that the shirt edge is aligned with the front fly opening and the outside edge of the belt buckle to from a straight “Gig line.” The tie is worn tied with a four–in–hand knot whenever the jacket or long sleeve shirt are worn. The wear of rank, name tapes, ribbons, and badges are covered on page 28.

**Class B’s**

The class B green uniform comprises the Army green trousers/slacks/skirt and short- or long-sleeved shirt. Soldiers will wear a neck tab/four-in-hand necktie with the long-sleeved shirt when it is worn without the class A coat, as an outer garment. Wear of the short sleeve shirt does not require a tie/neck tab. Name tags will always be worn with all shirts, long or short sleeve. Males wear the Class B uniform the in the same manner as the class a uniform without the jacket. Females may wear the long sleeve or short sleeve tucked or untucked as appropriate.

**Physical Training**

**PT** - Physical fitness is a big part of being in the Army. All Army personnel must maintain a high level of personal fitness. To ensure this the Army requires that everyone pass the Army Physical Fitness Test (APFT) and the Height/Weight requirements twice every year. At UW we conduct Physical Training (PT) every Monday, Wednesday, and Friday at 0600 as a Battalion at the outdoor track, field house, or Corbett Gym. On Tuesday and Thursday PT is conducted at the outdoor track or Half Acre Gym. PT varies from day to day but will often focus on pushup and sit up improvement and cardiovascular exercise.

**APFT** - The Army Physical Fitness Test is designed to assess the muscular endurance of the upper-body, abdominal, and hip flexor muscles, along with aerobic fitness and leg endurance. The events of the APFT consist of two minutes of pushups, two minutes of sit ups, and a timed two mile run.

**Altitude** - The University of Wyoming is at an elevation of over 7,200 feet above sea level. At this altitude the air is less dense, which makes it harder to catch your breath when you exert yourself physically. This makes it harder to do PT, especially running, than at lower elevations. For this reason, the 2mile run is the most difficult event for most cadets. Thus a good cardiovascular program should be conducted year round.

**Policy** - The Cowboy Battalion PT policy is written by the PMS and details the requirements of all cadets. It can be viewed in the cadet lounge with the rest of the Battalion policy letters on the bulletin board. The policy letter sets the APFT goal and attendance requirement for each MS class. Currently the attendance requirements are as follows.

- **MS I’s** are required to attend PT every Friday.
- **MS II’s** are required to attend PT every Wednesday and Friday.
- **MS III’s, IV’s, and ALL CONTRACTED MS I’s and II’s** are required to attend PT every Monday, Wednesday, and Friday.

The PMS will grant 3 excused absences from PT per semester. Cadets should coordinate with the CSM and their instructor concerning their use.

**Remedial PT** - Cadets who can not pass the APFT are required to do Remedial PT on Tuesday and Thursday in addition to regular PT. This means that they must attend PT Monday through Friday until they can pass the APFT.
Leadership Laboratory

Lab

Leadership Laboratory, commonly referred to as "lab," is where all cadets receive training that will help them become successful Army Officers and lessons that will ensure their success at LDAC. The purpose of Lab is to provide hands on leadership training, assessment, and provide fundamental warrior skills training. Lab is held from 1510 to 1700 every Wednesday and will normally meet at Wyoming Hall (Wyo Hall). All cadets wear the uniform prescribed for lab throughout the entire day.

During lab MS IV’s take on their primary roles as instructors and MSIII’s assume the roles of company leadership ranging from Squad Leader to Company Commander. Each week the focus of training will be different, challenging, and fun. Also, for many labs MS I’s will be trained separately from MS II’s and III’s. Every lab will begin and end with formation for accountability purposes followed by additional duties such as attending the After Action Review (AAR) or lounge clean-up.

The uniform for lab will often require a Ruck Sack and Load Bearing Equipment (LBE), and Kevlar helmet. It is a good idea for cadets who have class immediately before lab to drop off their gear at Wyo Hall prior to class. It is also important to take all gear home after lab. Someone may mistake forgotten gear for their own, it may get misplaced, or cadre might make cadets do push-ups to earn it back.

Operations Orders (OPORDERS)

Each week the MS III’s will provide you with an OPORDER a few days prior to lab either orally or via email. This OPORDER will contain valuable information that you will need to know in preparing for lab. Things such as the mission, weather, uniform, and timeline will give you a heads up on how to dress, what gear you will need to bring, and when and where you are expected to be. See page 37 for OPORDER format.
**Uniforms**

**Army Combat Uniform (ACUs)**

The ACU uniform takes the place of the Battle Dress Uniform (BDU) and is what you will wear most often as a cadet. This uniform is designed for wear with body armor in an urban or desert environment. The pattern of the material is digital (made up of small squares) and effectively camouflages the soldier better than the BDU. The uniform also utilizes hook and pile tape (Velcro) and zippers in lieu of buttons. This has been adopted to save the soldier time and money from getting patches and buttons sewn on.

The ACU consists of a patrol cap, sand color t-shirt, ACU jacket, sand color web belt, ACU pants, tan/desert combat boots, and green or black socks. Black, non-reflective sunglasses with no visible logos are authorized for wear at the commander’s discretion. However, **sun-glasses will not be worn in formation.**

The Army Combat Uniform is always worn in its entirety with the exception of removing the jacket while on a work detail or as directed by the commander. While worn, all pockets are to be fastened and present a neat appearance. Name tapes, rank insignia, and patches are worn centered on their respective hook and pile tape strips.

The patrol cap is worn with the visor facing forward, centered left to right on the face approximately two finger spaces above the bridge of the nose. The cap rests on the head with the bottom seam parallel to the ground.

The ACU jacket is worn zipped up to the point that the collar flaps are able to lay flat on the chest. The sleeves are fastened around the wrist loosely enough to allow airflow but not loose enough to create a baggy, unkempt appearance.

The ACU pants are worn with the button fly fully buttoned around the waist with the web belt securely fastened. The pant legs are to be bloused either by tucking them into the boots or wearing blousing straps. Blousing of the pant legs will extend no further than to the second eyelet of the combat boots.

The Combat boots are always worn as a matching set, tightly fastened. The laces of the boots are kept hidden in one of three ways. They may be tucked into the boot, tied around the boot, or tucked into the blousing of the pant legs.

For more information on the wear of the ACU consult a senior cadet, an instructor, or be a proactive leader and look it up in AR 670-1.

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**Field Training Exercise**

**FTX**

Field Training Exercise (FTX) is conducted once a semester in a cooperative effort with Colorado State University, and is usually held at Camp Guernsey or at the Air Force Academy in Colorado Springs. The main focus of FTX is to evaluate the MS III class in various leadership positions both in the field and in a garrison environment, and give MS I’s and MS II’s field training experience.

FTX provides a great opportunity to get a large amount of varied training accomplished. It usually starts on a Friday and ends on Sunday, but a lot happens in this short time. For MS I’s and II’s, training usually includes Basic Rifle Marksmanship, simulated hand grenade training, an obstacle course, weapon familiarization, land navigation, patrolling, and Squad Tactical Exercises (STX). STX, however, is the main focus of FTX. It is where we will all go out into the field and work as a team to accomplish several tactical missions which include ambush, react to contact, deliberate attack, and conduct a reconnaissance.

Our FTX training is a lot of fun, but it can also be very stressful on the body. Navigating the land navigation course, obstacle course, and STX lanes will have you walking several miles a time, sometimes with a heavy ruck sack. Because of this, it is important that you break in your boots early by wearing them often. This not only softens your boots but conditions your feet as well and helps to prevent blisters. Blisters are often the easiest injury to get and will instantly change your FTX experience from fun to miserable.

Hygiene is also very important at FTX. Keeping yourself clean will keep you healthy and allow you to train better. It is a good idea to bring baby wipes to clean your face and hands or take a “field shower.” Also, you should always be sure to carry extra socks and shirts and change them often. Clean clothing will protect you from the weather better and prevent you from getting rashes or blisters.
Other Cadet Activities

Military Ball - This is a formal event held every fall, and all cadets are required to attend and may bring a date. It consists of a POW / MIA ceremony, dinner, words of wisdom from a guest speaker, and a dance afterward. More information on etiquette will be provided to you by the Battalion Staff.

Ranger Challenge - This is the varsity sport of Army ROTC. It is a competition between all the schools in the Buffalo Brigade. Events in the competition include the APFT, land navigation, one rope bridge, hand grenade assault course, M-16 qualification, timed M-16 disassembly/reassembly, patrolling, and a 10K ruck march. The Cowboy Battalion usually has two ranger challenge teams per year. If you are interested in Ranger Challenge contact your cadre instructor for more details.

Cannon Crew - This is a team led by the cdt/CSM that fires a 75mm howitzer (cannon) at all of the home football games to get the fans fired up. On cannon crew you will learn to prepare the ammunition, load the cannon, and properly fire it. If you would like to participate in cannon crew contact the cdt/CSM.

Color Guard - Earning a place on the Color Guard team means that you will have the honor of presenting the national and state flag at several events. Events include the military ball, dining in, football games, basketball games, and any other event, that may arise. Positions on the Color guard include two riflemen, a state flag carrier, and an American flag carrier. If you would like to participate in Color Guard contact the cdt/CSM.

Dining In - This is a formal event held in the spring that all cadets are required to attend. Of the two formal events this is the most fun. It includes a ceremony of grog, a nasty tasting drink that commemorates soldiers of the past, dinner, and a skit presentation by all classes. During the dinner, novelty punishments are given to cadets for uniform discrepancies or etiquette violations.

Appearance and Grooming

- Males will keep sideburns neatly trimmed. Sideburns may not be flared; the base of the sideburn will be a clean shaved, horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.

- Fingernails will be kept clean and trimmed at all times. Nail length will not exceed the tip of the finger.

- Males are not authorized to wear earrings or body piercing of any kind.

Females:

- The bulk or length of the hair will not interfere with wearing of military headgear. Hair should not appear unkempt. The hair length may not extend below the bottom edge of any uniform collar. Long hair may meet this standard by being pinned up using natural hair colored clips etc.

- Females have the option to wear screw-on, clip-on, or post-type earrings with only the Class A, Class B, and dress uniforms. *Earrings will not be worn with ACU's or PT's*. They will be of gold, silver, white pearl or diamond; unadorned and spherical. When worn, earrings will fit snugly against the ear and will be worn as a matched pair with only one earring per ear lobe.

- Females may wear cosmetics if they are conservative and complement the uniform and their complexion.

- Females will not wear shades of lipstick and nail polish that distinctly contrast with their complexion, that detract from the uniform, or that are extreme.

- Nail length will not exceed 14 inch, as measured from the tip of the finger.
Appearance and Grooming

Wearing a military uniform is a privilege. It sets you apart as an America Soldier. Wear the uniform with pride, you are representing the Army and the Cowboy battalion. When in uniform, always wear the complete uniform. Never mix articles of civilian clothing with uniform parts. However, your uniform boots and socks may be worn with your civilian clothes. Keep your uniform clean and neatly presented when worn. If necessary, make arrangements for alterations so your uniforms fit properly.

Pay attention to detail and strive to keep a sharp, clean appearance at all times. Remember that uniform headgear must be worn when outdoors in uniform. Keep all buttons buttoned, zippers closed, and snaps fastened. Make sure footwear and brass are highly shined.

All cadets may wear a wristwatch, a wrist identification bracelet, and a total of two rings (a wedding set is considered one ring) with Army uniforms, unless prohibited by the commander for safety or health reasons.

When participating in ROTC training, the Cadet Command patch and ROTC unit insignia will be worn. When training with their reserve component units, patches and distinctive unit insignia of that unit will be worn.

Clothing and gear are only half of the uniform. Cadre and cadets alike are expected to present a positive, professional image. Proper personal appearance contributes to individual pride as well as uniformity. As such, all cadets are expected to be neatly groomed. When wearing a military uniform, while at Wyo Hall, or otherwise representing Army ROTC, cadets will conform to the following grooming standards:

Males:

- The hair will not be excessive or present an unkempt appearance. It will present a tapered look. When combed, it will not fall over the ears or eyebrows or touch the collar except for the closely cut neck hair.

- Men will be clean shaven except for mustaches. If a mustache is worn, it will be neatly trimmed so that no portion covers the upper lip line or extends beyond or below the corner points of the upper and lower lips join.

Other Cadet Activities

Mounted Color Guard - This is a group that presents the school, state, and national colors at local events throughout the year. It gives cadets the opportunity to refine their horsemanship skills and preserve the spirit of the U.S. Cavalry. For more information on Mounted Color Guard contact your cadre instructor.

Army Ten Miler - The Army Ten-Miler is an annual Army tradition held at the Pentagon, in Washington DC, and is the largest 10 Mile Race in America. Each year the Cowboy Battalion sends a team consisting of eight cadets who compete with all other ROTC teams in the nation. Cadets who participate in this event will get the opportunity to go sight seeing and may get the chance to meet with political and military leaders.

Recruiting and ROTC

Apart from being in shape and a good officer; all U.S. Army Officers and soldiers and Army ROTC cadets are recruiters. Whether you are wearing your uniform on campus or an ROTC t-shirt to a football game you are a billboard and recruiter for the U.S. Army and Army ROTC. When you wear any information or uniforms relating to the U.S. Army, you become a representative of the Army and Army ROTC and should always present yourself properly and professionally. You are our key representative on campus.

Now as the U.S. Army is growing we are encouraged and required to help recruit both cadets into Army ROTC and soldiers into the military. Thus all cadets are encouraged to have friends, room mates and others come try ROTC. If you know or meet someone whom has the possibility of being a good cadet and officer, then bring them in to ROTC. Have them meet other cadets, attend Medicine Bow Hike, invite them to a class or function, and especially get them to meet MAJ Huss in Wyo Hall Room 153.
Military courtesy is the outward expression of consideration to others. It pays large dividends for a minimum of effort. Courtesy is shown to all, subordinates as well as seniors. It is the respect to every leader and commander and to the responsibility and authority of his or her position.

Military courtesy, observance of customs, and military discipline are required on all occasions when you are receiving military instruction, are under military administration, or are wearing the uniform. Being a contracted member of the ROTC program at UW you represent the military on and off campus.

As a general rule, “Sir” or “Ma’am” are used in speaking both officially and socially with senior officers. When walking or sitting with a senior it is customary to walk or sit to the senior’s left. When speaking to a senior officer assume the position of attention.

When speaking to NCOs a good rule is to address them as “Sergeant.” The exception to this is when you are speaking to a First Sergeant, Sergeant Major, or Command Sergeant Major; address them by the full title of their rank. Junior NCOs and enlisted personnel along with cadets should stand at parade rest when speaking to a senior NCO.

Saluting:

The salute is a means of expressing greeting and showing goodwill and respect. It is a position of the hand or weapon and the entire attitude of a person expressing respect toward an officer, flag or country. The following are rules of saluting:

- The junior person salutes first and holds the salute until it is acknowledged. It is customary to accompany the salute with an appropriate greeting such as “good morning/afternoon, sir/ma’am.”

- Officers, Warrant Officers, and Cadet officers are entitled to a salute. Salutes between enlisted personnel are not customary, except in some ceremonial situations. Salutes are required when cadets meet or recognize personnel entitled to a salute. Cadets in formation will not salute; however, the first person to observe an officer approaching calls the formation to attention and only the senior person salutes.

- Salutes are only rendered at the halt or when marching at quick time. When running in formation the individual in control of the formation will come to a quick time, render the salute, and then resume the double time.

- Salute when the colors are within six paces. When walking, turn your head in the direction of the colors and salute when within six paces. Terminate the salute when six paces past the colors.

- When the “Star Spangled Banner,” “To the Colors,” and “Reveille” are played and you are not in formation, assume the position of attention. Salute the flag if you are able to see it. Face the source of the music and salute if able to hear the music. If in a vehicle stop, exit the vehicle and render the salute. If in civilian clothing stand at attention and place your right hand over your heart. When in formation salute only on command.

Reporting:

When in uniform and reporting to an officer, knock on the door and wait to be recognized (remain at parade rest until called), advance to a position in front of his/her desk. Render the salute and state your name and business in the following manner: “Sir (Ma’am), Cadet Wright reporting.” or “Sir (Ma’am), Cadet Wright wishes to discuss . . .”

Remain standing at attention until asked to sit down or to rest. On departure, face the officer, salute (in uniform only), and upon return of the salute, face about and depart.

When out of uniform and reporting to an officer or when reporting to a noncommissioned officer, the procedure is the same except that you address them as “sergeant” (or by rank) and do not salute.

Your instructors are available to assist you in any possible manner; however, on occasion it may be necessary to ask for an appointment. You should schedule appointments with instructors at least 5 days prior to the appointment if possible. This gives you and your instructor time to prepare for the meeting. Also, you should always be on time for appointments and never late. It is not only inconsiderate but wastes the time of your superiors.

When desiring to see the PMS, first see the office associate and/or your instructor. The office associate will be able to schedule a meeting with the PMS and will tell you when the PMS is ready to see you. This is not intended to limit accessibility to the PMS but to insure his availability.