909 Peregrine Squadron Standard Parade Procedures



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0. FOF	0. FORMING UP TO MARCH ON				
NO.	COMMAND	GIVEN BY	ACTION	REMARKS	
0-1	NUMBER 1 FLIGHT, FALL-IN	No 1 Flight Sgt	The cadets in Number 1 flight will fall in the position at ease with the right marker three paces in front of the Flight Sergeant.	Any additional Flights will form up the same way to the left of Number 1 Flight.	
0-2	NUMBER 1 FLIGHT, ATTEN- TION	No 1 Flight Sgt	The Flight shall act as ordered.	Additional Flights will come to attention on their own time.	
0-3	TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN SINGLE RANK-SIZE	No 1 Flight Sgt	Cadets in the flight shall do a right turn, observe the standard pause and then shuffle to arrange themselves by height with shoulder-to-shoulder dressing.	Additional Flights will also size in their own time.	
0-4	NUMBER 1 FLIGHT, NUMBER	No 1 Flight Sgt	The Flight shall act as ordered.	Additional flights will do the same in their own time.	
0-5	ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK – MARCH	No 1 Flight Sgt	The Flight shall act as ordered.	Additional flights will do the same in their own time.	
0-6	NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT – TURN	No 1 Flight Sgt	The flight shall act as ordered.	Additional flights will do the same in their own time.	
0-7	REFORM THREES, QUICK – MARCH	No 1 Flight Sgt	The flight shall act as ordered.	Additional flights will do the same in their own time.	
0-8	NUMBER 1 FLIGHT, STAND AT - EASE	No 1 Flight Sgt	The flight shall act as ordered.	Additional flights will do the same in their own time.	

1. GE	TTING THE SQUADRON ON PARADE			
1-1			The Squadron Warrant Officer (SWO) marches to and halts in a position three paces in front of the position to be occupied by the Number 1 Flight Marker.	The flights are formed in the designated area at the position of "At Ease".
1-2	MARKERS	SWO	Flight markers march on.	Flight Markers come to "Attention", observe the standard pause, call the rank of the SWO and then march on parade. The leading flight marker halts three paces in front of and facing the SWO. The remainder halt and dress on the left of the leading flight marker, pause, turn left, pause again, and shoulder dress from the marker to the right. Upon completion of dressing, they look to the front in succession from the right.
1-3	MARKERS - NUMBER	SWO	The markers number in succession from right to left.	
1-4	NUMBER 1 RIGHT, REMAINDER LEFT -TURN	SWO	Number 1 Flight marker turns right, the remainder turn left.	
1-5	NUMBER 1 STAND FAST, REMAINDER QUICK - MARCH	SWO	Number 1 Flight marker stands fast, the remainder quick march the required distance and halt.	Normally the SWO specifies the number of paces each marker must take after the completion of the left turn. Marks on the parade square will indicate the positions of the markers.
1-6	NUMBER 1 FLIGHT STAND FAST, REMAINDER ABOUT - TURN	SWO	Number 1 Flight marker stands fast, the remainder about turn and cover off the Number 1 Flight marker.	The SWO by wheeling marches out to a position six paces in front of the Flight 1 marker, halts facing the markers and ensures markers are in line and covered off.
1-7	MARKERS - STEADY	SWO	The markers stand fast.	
1-8	MARKERS, LEFT - TURN	SWO	The markers turn left.	The SWO, then by wheeling, marches to a position six paces in front and centre of where the squadron will be formed.
1-9	909 PEREGRINE SQUADRON, FALL - IN	SWO	The flight sergeants (Flt Sgt) come to attention, about turn, facing their respective flights together.	

1-10	NUMBER 1 FLIGHT, ATTEN – TION	No 1 Flight Sgt	Number 1 Flight comes to "Attention."	Number 2 (and subsequent) Flight Sgts order their flights to attention in succession following Number 1 Flight.
1-11	NUMBER 1 FLIGHT, RIGHT – TURN	No 1 Flight Sgt	Number 1 Flight turns right.	Number 2 (and subsequent) Flight Sgts order their flights to turn right in succession following Number 1 Flight.
1-12	NUMBER 1 FLIGHT, QUICK - MARCH	No 1 Flight Sgt	Number 1 Flight steps off.	Number 2 (and subsequent) Flight Sgts order their flights to quick march in succession following Number 1 Flight. Appropriate commands will be given to execute appropriate wheels that will bring flights in line with their markers.
1-13	NUMBER 1 FLIGHT, MARK - TIME	No 1 Flight Sgt	Number 1 Flight marks time and adjusts on its marker. The Parade Appointments begin to promenade if required.	Number 2 (and subsequent) Flight Sgts order their flights to mark time on their marker when in position following Number 1 Flight. (Promenade Chap 9, Para's 6-8, CF Drill Manual).
1-14	NUMBER 1 FLIGHT, HALT	No 1 Flight Sgt	Number 1 Flight halts on its marker.	Number 2 (and subsequent) Flight Sgts order their flights to halt on their marker in succession following Number 1 Flight.
1-15	NUMBER 1 FLIGHT, ADVANCE, LEFT – TURN	No 1 Flight Sgt	Number 1 Flight turns left.	Number 2 (and subsequent) Flight Sgts order their flights to turn left in succession following Number 1 Flight. As the last Flight Sgt gives the command "LEFT – TURN", all flight Sgts will turn about to face the front together.
1-16	909 PEREGRINE SQUADRON, OPEN ORDER – MARCH	SWO	Squadron opens ranks.	
1-17	909 PEREGRINE SQUADRON, RIGHT – DRESS	SWO	Squadron dresses to the right. (Depending on the number of personnel present on the day, dressing may be ordered by elbow or shoulder.)	Flight Sgts turn about and dress on their flights (Flight Sgts face their flights when dressing). No 1 Flight Sgt turns right and marches to a position five paces to the right of the squadron, about turns and dresses each rank in succession in the normal fashion. When Flight 1 Sgt orders "REAR RANK – STEADY", the SWO orders "EYES FRONT"

1-18	909 PEREGRINE SQUADRON, EYES – FRONT	SWO	The squadron returns to "Attention."	Flight Sgts turn about and No 1 Flight Sgt returns to their original position.
1-19	REPORT YOUR – FLIGHTS	SWO	Flight Sgts report the number of Cadets in their respective flight.	The Flight Sgts will state "Number _ Flight, _ cadets on parade, (SWO's rank)". Meanwhile, the Sqn DComd will have moved to a position two paces behind the SWO, while the Flt Comds position themselves in line two paces behind the Sqn DComd, facing their respective flights, ready to fall in. Dressing is automatic and personnel Stand At Ease in succession from the right.
1-20			SWO turns about to face Sqn DComd and reports the squadron. Sqn DComd orders SWO to fall in. Sqn DComd takes two paces forward and waits for the SWO to adopt their position before giving any further orders	SWO adopts their position one pace to the right of the No 1 flight right marker.
1-21		Sqn DComd	When ready, Sqn DComd turns about to face the Parade Appointments.	
1-22	OFFICERS, FALL – IN	Sqn DComd	Flight Commanders and adjutant (if present) fall in.	The Flt Comds come to "Attention", turn left, pause, and then march off and by a series of wheels, halt two paces in front of the flight Sgts approaching from the right flank of the squadron. The Adjutant does the same but halts to the left of the left marker of the squadron. Flight Sgts report their flights and, after being ordered to fall in, turn right and march around the right flank of their flight to their designated positions at the rear of their flight. Once the Flt Sgt has adopted their new position, the Flt Comd will take two paces forward.
1-23	NUMBER 1 FLIGHT, STAND AT – EASE	No 1 Flt Comd	Number 1 Flight stands "At Ease."	Flights execute in succession. Upon the last Flt Comd giving the command, all Flt Comds turn about and "Stand At Ease" together. Sqn Comd moves to position himself two paces behind the Sqn DComd.

1-24	909 PEREGRINE SQUADRON, ATTEN – TION	Sqn DComd	Squadron comes to "Attention."	As the Sqn Comd approaches, the Sqn DComd calls the squadron to "Attention" and turns about. Sqn DComd reports the squadron. Sqn Comd orders Sqn DComd to fall in. Sqn DComd turns right and marches off to their position in line with the No 1 Flt Comd, three paces in front of the No 1 flight right marker. Sqn Comd takes two paces forward and waits for the Sqn DComd to adopt their position before giving any further orders.
1-25	909 PEREGRINE SQUADRON, STAND AT - EASE	Sqn Comd	Squadron stands "At Ease."	Sqn Comd is facing Squadron.

2. MAF	2. MARCHING ON THE FLAGS				
2-1	909 PEREGRINE SQUADRON, ATTEN – TION	Sqn Comd	Squadron comes to "Attention."	Flag Party on the right flank of the parade comes to "Attention."	
2-2	FLAG PARTY, CARRY – FLAGS (OR SLOPE - ARMS)	Flag Pty Comd	Flag Party carries flags.	(Flag drill at chap 8, CF Drill Manual)	
2-3	MARCH ON THE FLAGS	Sqn Comd			
2-4	FLAG PARTY	Flag Pty Comd	Cautionary command. The flag party does not move.		
2-5	909 PEREGRINE SQUADRON, TO THE FLAGS - SALUTE	Sqn Comd	Officer positions salute.		
2-6	FLAG PARTY, BY THE CENTRE, QUICK – MARCH	Flag Pty Comd	Flag party steps off without letting fly the flags.	Flag party will march across the length of the parade, countermarch and then march back completing a right form into the space between the flights.	
2-7	SPIRAL COUNTER - MARCH	Flag Pty Comd			
2-8	FLAG PARTY, CHANGE DIRECTION RIGHT, RIGHT - FORM	Flag Pty Comd	Flag Party forms to the right.	Flag Party by a series of forms, takes up position at the center of the squadron.	

2-9	FOR - WARD	Flag Pty Comd	Flag Party moves toward the rear of parade.	
2-10	SPIRAL COUNTER - MARCH	Flag Pty Comd	Flag Party counter marches to face the review dais.	
2-11	MARK - TIME	Flag Pty Comd	Flag Party marks time.	Flag bearers make sure that they are properly aligned.
2-12	FLAG PARTY, HALT	Flag Pty Comd	Flag Party halts.	
2-13	FLAG PARTY, TO THE FLAGS - SALUTE (OR FLAG PARTY, TO THE FLAGS, PRESENT - ARMS)	Flag Pty Comd	Escorts salute. Guards present arms and flags let fly the flags.	
2-14	909 PEREGRINE SQUADRON, ATTEN – TION (OR SLOPE - ARMS)	Sqn Comd	Parade Appointments and Flag Party return to position of "Attention."	Flag bearers recover the flags.
2-15	FLAG PARTY, ORDER - FLAG (OR ARMS)	Flag pty Comd	Flag Party orders flags	Until it is ordered off at the conclusion of the parade, the Flag Pty shall act normally on the parade commander's command. (Chap 8, Sect 6, para 5). Until it is ordered off at the conclusion of the parade, the Flag Pty shall act normally on the parade commander's command. (Chap 8, Sect 6, para 5)
2-16	909 PEREGRINE SQUADRON, STAND AT - EASE	Sqn Comd	Squadron stands "At Ease".	Sqn Comd about turns to face the dais. Squadron may be stood "Easy" to await the arrival of the Reviewing Officer (RO).
2-17	909 PEREGRINE SQUADRON, STAND - EASY	Sqn Comd	Squadron adopts the "Stand Easy" position	Optional command. Given if the honoured guest has not arrived.

3. ARF	3. ARRIVAL OF THE DIGNITARIES				
3-1	909 PEREGRINE SQUADRON	Sqn Comd	Squadron adopts the Stand At-Ease position.	Optional command given if Squadron has been "stood easy." Sqn Comd must come to "Attention", turn about and face the squadron before giving the order.	
3-2	ATTEN – TION	Sqn Comd	Squadron adopts the "Attention" position.		
3-3	FLAG PARTY, CARRY – FLAGS (OR SLOPE - ARMS)	Sqn Comd	Flag Party carries flags.	Sqn Comd then turns about to face the dais.	
3-4	909 PEREGRINE SQUADRON, GENERAL SALUTE – SALUTE (OR PRESENT - ARMS)	Sqn Comd	Parade Appointments and Flag Party salute.	The command is given once the RO is in position on the dais. Flag bearers let fly the flags. "General Salute." is played.	
3-5			Parade Appointments and Flag Party cut their arms to the side after a standard pause after the last note of music. If no music, Sqn Comd will call "Atten-tion" or "Slope-arms".	Flag bearers recover the flags.	

4. THE	4. THE INSPECTION BY THE REVIEWING PARTY				
4-1	"GOOD EVENING, (insert rank and name of RO). I AM CADET (Insert rank and name), THE CADET SQUADRON COMMANDER. THE SQUADRON IS READY FOR YOUR REVIEW"	Sqn Comd	On completion of their commands, the Sqn Comd will march forward to the dais, halt three paces from the RO, salute, and address the RO.	The Reviewing Party consists of the RO, the Sqn Comd on their right, the SSC chair behind the RO, with CO 909 Sqn to their right. All should stay in step with the RO. The Reviewing Party will pay proper compliments whenever passing in front of or behind the Flag. Flag Party remains at the carry throughout the review.	

4-2	NUMBER 1 FLIGHT STAND FAST, REMAINDER STAND AT – EASE	Sqn Comd	Command given as reviewing party makes its way to the right of number 1 flight. No 1 Flt Comd turns right and moves to a position three paces in front of their flight right marker where they shall salute the reviewing officer and report their flight.	The Flt Comd will need to report their flight like so: "GOOD EVENING, MA'AM/SIR. I AM CADET RANK NAME, THE FLIGHT COMMANDER OF NUMBER 1 FLIGHT, WOULD YOU LIKE TO INSPECT. " THE RO WILL SAY YES "PERMISSION TO JOIN THE INSPECTION PARTY, MA'AM/SIR" The Flt Comd will then take a close pace to the left, then about turn to join the inspection party.
4-3	NUMBER 2 FLIGHT, ATTEN – TION	No 2 Flt Comd	The remaining flight commanders will observe the reviewing officer, and as he commences inspecting the rear rank of the preceding flight, they shall turn about to face their flight, order their flight to attention, turn left, and move to a position three paces in front of their respective right markers, where they shall salute the reviewing officer on their arrival and report their flights.	
4-4	NUMBER 1 FLIGHT, CLOSE ORDER - MARCH	All Flt Comds	When the inspection of their flight is completed, the flight commander returns to their position in front of their flight and closes the ranks and orders the flight to stand at ease, following which the flight commander will turn about to face the front.	
4-5	NUMBER 1 FLIGHT, STAND AT – EASE	All Flt Comds		
4-6	909 PEREGRINE SQUADRON, ATTEN – TION	Sqn Comd	Squadron comes to Attention	Upon completion, the Reviewing Party will return directly to the dais. The Sqn Comd calls the squadron to Attention on the way back to the dais.
4-7	"THANK YOU FOR INSPECTING, RANK/MA'AM/SIR. PERMISSION TO CARRY ON WITH THE MARCH PAST RANK/MA'AM/SIR?"	Sqn Comd	Once RO is back on the dais, Sqn Comd requests permission to march past in review.	When permission is received, the Sqn Comd will salute, right turn and return to their position in front of, and facing, the squadron.

5. TH	E MARCH PAST			
5-1	909 PEREGRINE SQUADRON WILL MARCH PAST IN COLUMN OF ROUTE. FLAG PARTY LEADING, FLAG PARTY, TAKE - POST.	Sqn Comd		
5-2	FLAG PARTY, QUICK - MARCH	Flag Pty Comd	Flag Party moves to their position at the front of the squadron by a series of forms and counter marches.	Flag Party assumes column of route position under direction of Flag Pty Comd.
5-3	909 PEREGRINE SQUADRON WILL MARCH PAST IN COLUMN OF ROUTE. MOVE TO THE RIGHT IN COLUMN OF ROUTE, RIGHT – TURN	Sqn Comd	Squadron turns right.	Parade Appointments adopt formation for march past in column of route. See Annex A Column of Route diagram.
5-4	909 PEREGRINE SQUADRON, BY THE LEFT, QUICK – MARCH	Sqn Comd	Squadron steps off.	"RCAF March Past" may be played.
5-5	BY THE RIGHT	Sqn Comd	The SWO shall move to the right flank and lead the rear rank of the flights along the march past line.	Command is given after the Sqn Comd has completed their wheel onto the march past line. If there is a blank file in a flight, the cadet in the rank in front will fill it by moving to the right.
5-6	909 PEREGRINE SQUADRON, IN SUCCESSION OF FLIGHTS, EYES – RIGHT	Sqn Comd		Command shall be called as the Sqn Comd reaches the marker.
5-7	NUMBER 1 FLIGHT, EYES – RIGHT	No 1 Flt Comd	Sqn Comd and Number 1 Flt Comd salute. Number 1 Flight turn heads and eyes to the right. The right markers and the Flag Party do not turn their heads.	Number 1 Flt Comd ensures command is given as Sqn Comd reaches the appropriate point on the march past line. SWO maintains head and eyes to the front guiding Number 1 Flight on march past line. Flt Comd's individually order Eyes Right when they reach the appropriate point. Flag Party let fly on Number 1 Flt Comd's commands. Sqn DComd reacts to last Flight Comd's words of command.
5-8	909 PEREGRINE SQUADRON, IN SUCCESSION OF FLIGHTS, EYES – FRONT	Sqn Comd		Given after passing dais.

5-9	NUMBER 1 FLIGHT, EYES – FRONT	No 1 Flt Comd	Sqn Comd and Number 1 Flt Comd cease salute. Number 1 Flight turn heads and eyes to the front.	Flt Comd's individually order Eyes Front as they reach the appropriate point. Flag Party recover flags on Number 1 Flt Comd's commands. Sqn DComd reacts to last Flt Comd's words of command.
5-10	BY THE LEFT	Sqn Comd	Sqn Comd wheels left at the appropriate point and squadron continues on.	Command is given just as Sqn Comd starts to wheel off the march past line. Cadets, who covered off a blank file in a flight, return to their original position by moving to the left.
5-11	909 PEREGRINE SQUADRON, MARK – TIME	Sqn Comd	Squadron marks time, the remainder continue forward until they arrive at their positions and then mark time.	Sqn Comd will have returned to their command position facing the squadron before giving the order. Flight Markers and Flag Party members to dress off on appropriate markings. If Squadron is experienced at maintaining proper distance, only the command HALT need be given as the Squadron arrives at its original position.
5-12	909 PEREGRINE SQUADRON, HALT	Sqn Comd	Squadron halts.	
5-13	909 PEREGRINE SQUADRON, ADVANCE, LEFT – TURN	Sqn Comd	Squadron turns left.	Parade Appointments adopt in-line positions. Flag Party assumes in-line position under direction of Flag Pty Comd.
5-15	909 PEREGRINE SQUADRON, OPEN ORDER – MARCH	Sqn Comd	Squadron opens ranks.	
5-16	909 PEREGRINE SQUADRON, RIGHT – DRESS	Sqn Comd	Squadron dresses by the right.	Flight Commanders turn about to face their flights. SWO will dress off the front rank.
5-17	FRONT RANK - STEADY.	SWO		
5-18	909 PEREGRINE SQUADRON, EYES – FRONT	Sqn Comd	The squadron returns to "Attention."	Parade Appointments turn about while squadron turns heads and eyes to the front.
5-19	"PERMISSION TO CARRY ON WITH THE AWARDS AND PRESENTATIONS,MA'AM/SIR?"	Sqn Comd	The Sqn Comd advances in front of the RO, salutes and asks if he can proceed with the awards presentation.	When permission is received, the Sqn Comd will salute, right turn and return to their position in front of, and facing, the squadron.
5-20	909 PEREGRINE SQUADRON, STAND AT –EASE	Sqn Comd	Squadron stands at "Ease."	

5-21	909 PEREGRINE SQUADRON, STAND – EASY	Sqn Comd	Squadron stands "Easy."	The RO may instruct the Sqn Comd to place the squadron at the "Stand Easy" position. After giving their command, Sqn Comd turns about, adopts the "Stand-at-Ease" and then the
				"Stand-Easy" positions.

6. PRE	6. PRESENTATIONS AND AWARDS					
6-1			Presentation of awards will take place here as well as any addresses by the dignitaries.	See Annex B for accepting awards diagram		

7. AD\	7. ADVANCE IN REVIEW ORDER						
7-1	909 PEREGRINE SQUADRON, ATTEN – TION	Sqn Comd	Squadron comes to "Attention."	Sqn Comd will have come to "Attention" and turned about before giving the command.			
7-2	FLAG PARTY, CARRY – FLAG (OR SLOPE ARMS)	Flag Pty Comd	Flag Party carries flag.	Sqn Comd then turns about.			
7-3	909 PEREGRINE SQUADRON WILL ADVANCE IN REVIEW ORDER, BY THE CENTRE, QUICK – MARCH	Sqn Comd	The squadron advances 15 (7) paces then complete the forward movement, bending the right knee and adopting the "Attention" position.	Dressing is by the centre.			

8. DEF	8. DEPARTURE OF THE DIGNITARIES							
8-1	909 PEREGRINE SQUADRON, GENERAL SALUTE – SALUTE (OR PRESENT - ARMS)	Sqn Comd	Parade Appointments and Flag Party salute.	Flag bearers let fly the flags. "General Salute." is played.				
8-2			Parade Appointments and Flag Party cut their arms to the side after a standard pause after the last note of music. OR Sqn Comd will call attention or slope arms.	Flag bearers recover the flags. RO leaves the dais.				

9. MA	9. MARCHING OFF THE FLAGS						
9-1	MARCH OFF THE FLAGS	Sqn Comd		Once Reviewing Party has left parade area. Sqn Comd to turn about before giving order.			
9-2	FLAG PARTY	Flag Pty Comd	Cautionary command.				
9-3	909 PEREGRINE SQUADRON, TO THE FLAGS –SALUTE	Sqn Comd	Parade Appointments salute.				
9-4	FLAG PARTY, BY THE CENTRE, QUICK – MARCH	Flag Pty Comd	Flag Party steps off without letting fly the flag.				
9-5	FLAG PARTY,CHANGE DIRECTION LEFT, LEFT – FORM	Flag Pty Comd	Flag Party forms to the Left.				
9-6	FOR - WARD	Flag Pty Comd	Flag Party moves forward toward the right side of the formation.				
9-7	FLAG PARTY - HALT	Flag Pty Comd	Flag Party halts off the parade square.	This command will be discreet			
9-8	909 PEREGRINE SQUADRON, ATTEN – TION	Sqn Comd	Parade Appointments return to position of "Attention."	Once Flag Party has left parade area.			

10. DI	10. DISMISSAL					
10-1	OFFICERS, FALL – OUT	Sqn Comd	Dep Comd and Flt Comds march off.	Dep Comd and Flt Comds march forward off the parade square by the most direct route, turning left or right in front of the spectators as required. Flight 2ICs march around the left flank of their flights and take up the vacated positions.		
10-2	SQUADRON WARRANT OFFICER	Sqn Comd	SWO reports to the Sqn Comd.	Sqn Comd hands over the parade to the SWO. SWO waits for Sqn Comd to march off the parade square, takes two paces forward to assume Sqn Comd's former position, turns about and faces the squadron.		
10-3	909 PEREGRINE SQUADRON, STAND AT - EASE	SWO	Squadron stands at "Ease."			
10-4	909 PEREGRINE SQUADRON, ATTEN - TION	SWO	Squadron comes to "Attention."			
10-5	909 PEREGRINE SQUADRON, CLOSE ORDER – MARCH	SWO	Squadron closes ranks.			

10-6	909 PEREGRINE SQUADRON, MOVE TO THE RIGHT IN COLUMN OF ROUTE, RIGHT - TURN	SWO	Squadron turns right.	Flt Sgts adopt formation for march off in column of route.
10-7	909 PEREGRINE SQUADRON, BY THE CENTRE, QUICK - MARCH	SWO	Under the command of the SWO, squadron leaves the parade area for dismissal.	
10-8	909 PEREGRINE SQUADRON, - HALT	SWO	Squadron halts.	
10-9	909 PEREGRINE SQUADRON ADVANCE, RIGHT – TURN	SWO	Squadron turns right.	
10- 10	909 PEREGRINE SQUADRON, DIS – MISS	SWO	Squadron dismisses.	

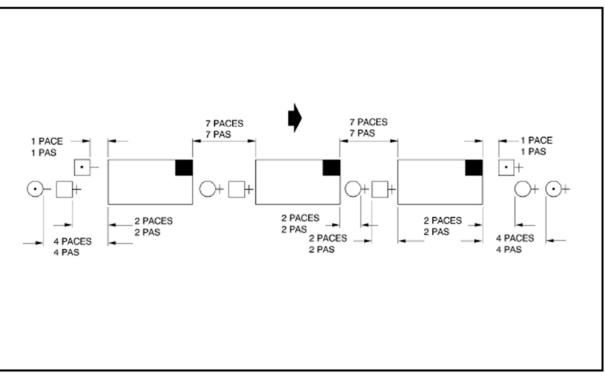


Figure 7-3-3 Company in Column of Route

\odot	SQUADRON COMMANDER	$ \bigcirc $	SQUADRON DEPUTY COMMANDER	$+\bullet$	SQUADRON WARRANT OFFICER
,	FLIGHT COMMANDER	$+\Box$	FLIGHT SERGEANT	-•	SQUADRON ADJUTANT (OPTIONAL)

*The positions with circles as the symbol are Officer positions and therefore will salute when necessary. Positions with square symbols are not Officer positions and therefore will not salute.

ANNEX B - PRESENTATION OF AWARDS

1. Falling Out and In of Ranks

- a. The formation shall be at the open order whenever individuals will be required to fall out.
- **b.** The person ordered to fall out shall come to attention and, after observing the standard pause, shall march, wheeling immediately, to the right flank of the rank. The person shall then proceed in the required direction by the shortest route.
- c. Following reception of the award or presentation, the individual marches to the left flank of the formation and returns to their original position by marching in rear of the desired rank, wheeling into the original position, and halting. The individual shall pick up the dressing of the formation and either remain at attention, or stand at ease as required.

2. Reporting

When reporting to an officer or dignitary, the following procedure shall be observed:

- **a.** March forward, halting two paces in front of the officer or dignitary.
- b. Salute, remain at attention, await acknowledgement.
- c. Deliver the message, receive instructions, or accept the award.
- **d.** When receiving a decoration, the person shall take one pace forward to receive the award, and one pace back following the presentation.
- e. Salute, await acknowledgement.
- f. Turn right and return to original position within the ranks of the formation.

3. Group Presentation of Awards

When reporting to an officer or dignitary for a group presentation, the following procedure shall be observed:

- a. The first individual to arrive shall halt two paces in front of the officer or dignitary.
- **b.** The remainder shall halt one pace to the left of and in line with the person on the right.
- c. On the arrival of the last person, all shall observe the standard pause. All shall salute.
- **d.** Once all awards have been issued, all salute, turn right and march by a direct route back into their appropriate formation in accordance with Figure 8D3-1.

