

## I. Introduction

### A. Types of Guard

#### 1. Police Guard, aka Garrison, Post or Camp Guard

- a) Ensure internal order of the camp
- b) Protect stores
- c) Prevent desertions
- d) Advanced Post
  - (1) Camp entry
  - (2) Watch prisoners
- e) Kautz: "In time of war (in the presence of the enemy), the Police Guard is almost entirely dispensed with, and the guard duty is confined entirely to Advanced or Grand Guard duty for the purpose of watching the enemy. The Police Guard, if any, is small. The Police Guard is usually relieved except for a sufficient number to guard the prisoners. In war, however, the Provost Guard generally has charge of the prisoners."

#### 2. Grand Guards and Pickets

- a) Protect main body when *at rest*
- b) Posted in the direction of the enemy
- c) Cover approaches to the camp

#### 3. Advanced Guards, Rear Guards and Flankers

- a) Cover sides of a command when it is *on the march*
- b) Equivalent of Grand Guard when the command is *at rest*

#### 4. Provost Guard

- a) Provost Marshal appointed by the General-in-Chief or General of Division to take charge of prisoners, with a suitable guard or other police force.

## **II. Police Guard**

### **A. Camp Layout**

#### **1. Location of Guard House (Tent)**

a) Located in the “center” of camp between the Company Kitchens and the Company officers tents

b) Kautz: “The manner of distributing the Police Guard given in Reg., Par. 573 is rarely followed now-a-days. The location of the guard in the centre of the camp is dispensed with, and the entire guard is placed at the point stated for the advanced post, Reg., Par 574; the prisoners are kept there, and the headquarters of the guard are there during the tour. A tent or other habitation for the guard, and a separate place for the prisoners, constitutes the “Guard House.”

#### **2. Advanced Guard/Prisoners**

a) Located 200 paces in front of and opposite of the center of the camp; the prisoners’ tent is located 4 paces to the rear.

#### **3. Flanks/Front**

#### **4. Guard House, Colonel’s tent, Stores**

### **B. Composition of the Guard**

1. Regulations: Two sergeants, three corporals, two drummers and “...men enough to furnish the required sentinels and patrols.”(three reliefs of 10-12), commanded by a (Second) Lieutenant, and a Captain serving as Officer of the Day. In addition, nine men are to be provided to man the advanced post with one of the two sergeants and one of the three corporals. Each detail stays on duty for twenty four hours and is relieved every morning after a Guard Mount parade.

- a) Guard posts include (at a minimum):
  - (1) Guard Tent over the Guard's arms (Post 1)
  - (2) Colonel's tent
  - (3) Three on the Color Line with one over the colors
  - (4) Three 50 paces behind the line of field officers tents
  - (5) One on each flank, two on exposed outer flanks
- b) Advanced Post
  - (1) Relief consists of a sergeant, a corporal, a drummer and nine privates.
  - (2) Guards prisoners and entry to camp
  - (3) Three posts – two a few paces in front of the post, opposite the right and left wings of the company, and one over the arms.
  - (4) Men of the advanced post are not to leave it under any pretext

### III DUTIES

#### A. Adjutant

1. With the Sergeant-Major, forms and marches on the guard at guard mounting
2. Assigns guard responsibilities at evening Dress Parade
3. Identifies guard posts for the camp
4. Maintains the roster for the Officer of the Day
5. Notifies the Officer of the Day of his posting the previous day
6. Must be present at the Guard Mount parade to inspect the Guard

#### B. Officer of the Day

1. Appointed from the Captains; wears a sash
2. Responsible for general order and cleanliness of the camp; receives orders from and reports to the Battalion Commander
3. Has general supervision of the Battalion Guards and fatigue parties; prisoners are under his general control; prisoners required to clean camp
4. Communicates the *countersign* and *parole* to the Officer of the Guard before *Retreat*; receives watchwords from headquarters
5. Ensures the Police Guard is vigilant throughout the night; orders the Officer and NCOs of the Guard to make patrols and rounds at appropriate times; visits Guard periodically day and night and at least once between midnight and daylight
6. Attends Guard Mount both when his tours begin and end; reports to Battalion Headquarters, old one reporting on his tour, new one receiving instructions; then visits Guard as it is being relieved
7. The new and old Guard come to *Present Arms* when the Officers of the Day approach; senior Officer of the Day returns salute and Guard Officer orders *Shoulder Arm*; old Officer of the Guard releases prisoners whose terms have expired while new Officer gives orders concerning remaining prisoners

8. New Officer of the Day receives Guard Report from old Officer of the Guard, which is then forwarded to Battalion headquarters

9. Performs the duties of the Provost Marshal when one is not present, taking charge of prisoners and arresting "offenders and depredators", and takes care of "stragglers and shirks"

### C. Officer of the Guard

1. A Lieutenant selected the day prior; on the line at Guard Mount when adjutant escorts reliefs from the company streets

2. Responsible for the general supervision of the Guard and the security of the prisoners and public property placed in his charge; keeps record of all who pass through his post

3. Must be familiar with the duties of the Guard NCOs and sentinels to ensure they are fulfilled; visits sentinels day and night (indicating when he will return to the Guard House); maintains military order in the Guard; orders patrols and NCO rounds when necessary

4. Officer remains at his post for 24 hours, fully accoutered; doesn't leave his post except when making rounds or on other related duty; customary not to be caught asleep by senior officers while on duty; Officer and Sergeant relieve one another

5. Responsible for receiving the *countersign* from the Officer of the Day and relaying it to the Corporal of the Guard whose tour is at twilight

6. Turns in report to the Officer of the Day after his tour is excused

7. Writes down any special orders he received to pass on to relieving Guard

8. Inexperienced officers may be placed with the Guard as supernumerary officers

### D. Sergeant of the Guard

1. Ensures duties of the Guard are carried out

2. Supervises the Corporals and makes sure they understand their instructions

3. Responds promptly to sentinels' calls

4. Help post the reliefs at the proper times

5. Receives prisoners and keeps their records; ensures they are secured at night; sent to work at day; sees that their punishments are carried out; holds the keys to the jail and the irons

6. Prepares the *Guard Report* (should not record the *parole* and *countersign*)

7. Commands the Guard when the Officer is not present

### E. Corporal of the Guard

1. *Guard duty* is the most important duty that falls to the corporal; he should be familiar with the duties of the sentinel and be able to instruct the members of the guard in their duties

2. In general there is a Corporal for each relief, although one Corporal may be assigned the Advanced Guard; in a small Guard there be only one Corporal

3. Each Corporal *parades* his relief, instructs it, and posts it

4. The Corporal of the Guard answers the sentinels of his own relief; other Corporals cover if other calls are sounded while he is out
5. Corporals take orders only from their Battalion Commander, the Officer of the Day, and the Officer and NCOs of the Guard
6. Responsible for instruction of his relief; visits his sentinels (makes the rounds) on their first tours (both the first day and first night tours), and until they know and perform their duties well
7. All the Corporals should make the rounds during the first relief to familiarize themselves with the areas that they are to guard
8. Using discretion, Corporals are to report to its commander all instances neglect of duty of disobedience of orders by members of the Guard
9. The Corporal of the relief at twilight gets the *countersign* from the Officer of the Guard and gives it to the sentinels of his relief. The *countersign* is passed on at each post by the old sentinel to the new one when sentinels are relieved

## F. Sentinels

1. Soldiers assigned to a post are called a *sentinel* or a *sentry*; the *Guard* refers to the detail of soldiers assigned to that duty; his duties are of two distinct characters – those which belong to all sentinels (*general*) and those particular to a post on which he is placed (*special*)

2. When called upon by the Commanding Officer, the OOD, the OOG or an NCO of the Guard to give his orders, he does so in substance in the following general terms:

### a. General Orders

- I am required to take charge of this post and all public property in view
- To salute all officers passing, according to rank (*Present Arms* to Commanding Officer, OOD, and all field officers, *Shoulder Arms* to line officers)
- To give the alarm in case of fire, or the approach of the enemy, or any disturbance whatsoever
- To report all violations of the Articles of War, Regulations of the Army, or camp or garrison orders (*drunkenness, gambling, discharging weapons in camp, disorderly conduct, sale of liquor, improper or excluded characters, etc.*)
- At night, to challenge all persons approaching my post, and to allow no one to pass without the *countersign* until they are examined by an officer or non-commissioned officer of the guard

### b. Special Orders

- My special orders are to take charge of all these stores, and allow no one to interfere with or take them away, except by direction of the quartermaster or commissary himself.
- My special orders are take charge of all prisoners and allow no one to molest or converse with those in my charge; to ensure all directed

punishments are executed, and to use any force necessary to prevent escape; and to call out the Guard and direct the Officer of the Day to the Officer of the Guard.

c. Taking charge of one's post means:

- To walk diligently the length of his beat;
- To take charge of *all* public property in his view, to prevent, if possible, any damage being done to houses, fences, tents, trees, etc. by unauthorized persons;
- To call out *Corporal of the Guard, Post No. \_\_*, if he cannot do so.

3. Sentinels only take orders from, and only allow themselves to be relieved by, an Officer of the Guard (OOG) or NCO of their own guard, the OOD, or the Commander of the unit to which the Guard belongs (Battalion, Brigade, etc.); if one of the later, the OOG must be immediately notified by that officer.

4. Sentinels shall not leave their posts until regularly relieved or excused by an NCO or officer authorized to give him orders. A sentinel needing to absent himself does so by a request through his Corporal of the Guard, who replaces him with another man, or takes the post himself until the sentinel returns

a) Art. 45:

*Any commissioned officer, who shall be found drunk on his guard, party, or other duty, shall be cashiered. Any non-commissioned officer or soldier so offending shall suffer such corporeal punishment as shall be inflicted by the sentence of a court martial.*

b) Art. 46:

*Any sentinel who shall be found sleeping on his post, or shall leave it before he shall be regularly relieved, shall suffer death, or such other punishment as shall be inflicted by the sentence of a court martial.*

c) Art. 50:

*Any officer or soldier who shall without urgent necessity, or without leave of his superior officer, quit his guard, platoon, or division, shall be punished, according to the nature of his offense, by the sentence of a court martial.*

5. All members of the Guard do not remove their accoutrements or clothing while on duty (24 hours)

6. All persons, of any rank, must respect the sentinels; sentinels should not abuse their authority nor obey illegal orders

7. Sentinels carry their weapons (loaded, bayonets fixed) at *Support*, or on either shoulder; they never give their arms to another or allow them to touch the ground, unless given an order to do so by an Officer or NCO of the Guard. In inclement weather the arms shall be carried at *Secure Arms*.

8. Sentinels shall face and salute all officers who may pass near his post: *Shoulder Arms* for Captains and below; *Present Arms* for the OOD, the Battalion Commander and all officers Major and above. After *Retreat*, all officers will be saluted with *shouldered arms*.

9. Armed bodies of men passing near the sentinel's post, commanded by an officer, are entitled to a "*present arms*"; if under a non-commissioned officer, they are entitled to a "*carry*".

10. To give the alarm is to call out "the guard", to fire off his piece, and/or to cry "fire."

11. Sentinels repeat all calls from posts more distant from the Guard House; no post should be out of communication from the Guard House or another sentinel.

12. After *Retreat* (about sunset), or when visibility is otherwise limited, and until broad daylight, and during other hours set by the Commander, the sentinels *challenge with Arms Port*. They come to the *Ready* if anyone advances without the proper *countersign*, allowing no one closer than the tip of their bayonet.

## G. Duties of the Post

### 1. Guard House/Tent

- a) Always Post No. 1, duties are *special*
- b) In charge of prisoners
- c) Salutes officers in passing and calls "Turn out the guard" for *OOD, Commanding Officer, all general officers, and all bodies of troops approaching*
- d) Reports violations of other sentinels, does not receive the *countersign*
- e) If challenged at night, commands "*Halt*" and calls "*Corporal of the guard*"

### 2. Color Line

- a) The sentinel on the colors has orders not to permit them to be moved except in the presence of an escort; to let no one touch them but the color-bearer, or the sergeant of the police guard when is accompanied by two armed men.
- b) The sentinels on the color front shall permit no soldier to take arms from the stacks, except by order of some officer or a non-commissioned officer of the guard.

### 3. Colonel's tent

- a) To warn the Colonel, day or night, of any unusual movement in or about camp.

### 4. On the front, side or rear flanks

- a) To see that no soldier leaves camp with horse or arms unless conducted by an NCO
- b) To prevent NCOs and soldiers from passing out at night, except to go to the sinks, and mark if they return
- c) To arrest, at any time, suspicious persons prowling about the camp, and at night, everyone who attempts to enter, even the soldiers of other corps
- d) Arrested persons to be sent to the *Officer of the Guard*, who sends them, if necessary, to the *Officer of the Day*

### 5. Advanced Post

a) Sentinels on the front of the advanced post have orders to permit neither NCOs nor soldiers to pass the line, without reporting to the advanced post; to warn the advanced post of the approach of any armed body; and arrest all suspicious persons

b) The sentinel over the arms at the advanced post guards the prisoners and keeps sight of them, and suffers no one to converse with them without permission. Prisoners are permitted to go to the sinks one at a time, and under a sentinel.

c) If anyone is to be passed out of camp at night, the officer of the guard sends him under escort to the advanced post, and the sergeant of the post has him passed over the chain.

#### IV. CHALLENGING

1. After *Retreat* (about sunset), or when visibility is otherwise limited, and until broad daylight, and during other hours set by the Commander, the sentinels shall *challenge* anyone who approaches their posts or attempts to cross their beat.

2. When a party approaches his post, the sentinel comes to *Port Arms*, and *challenges*:

**HALT. Who comes there?**

3. If the party responds "*Friend*", and if the sentinel has authority to pass individuals or parties, the sentinel orders:

*Advance, friend, with the countersign*

The "*friend*" will then need to give (whisper) the correct *countersign*. If he gives the wrong *countersign*, or none, the sentinel comes to the *Ready*, and calls for the:

*Corporal of the Guard, Post No. \_\_\_\_*

The sentinel allows no within range of his bayonet without the *countersign*

4. If the party responds "*Friends*", the sentinel orders:

*Halt, friends*

*Advance, one, with the countersign*

If more than one advances, or if there is no response, or an incorrect one, the sentinel comes to the *Ready*, halts the party, and calls for the "*Corporal of the Guard*"

5. If the response is "*Relief*," "*Patrol*," or "*Rounds*," the sentinel states:

*Halt, Relief (Patrol, Rounds),*

*Advance, Corporal, with the countersign*

If more than one advance, or if there is no response, or an incorrect one, the sentinel comes to the *Ready*, halts the party, and calls for the "*Corporal of the Guard*"

If the NCO has given the correct *countersign*, the sentinel announces:

*Advance, Relief (Patrol, Rounds)*

6. If the sentinel is not authorized to pass anyone, or if he has not received the *countersign* by the time he is to start *challenging*, he immediately halts the party and calls for the Corporal.

7. The sentinel should not allow himself to be placed at a disadvantage. He should always *challenge* when the party is sufficiently far away from him, and cause mounted parties to dismount. Unfriendly parties, or other parties unknown to him, should not be allowed to come within range of his bayonet.

8. The sentinel should also take care that although an individual may give the proper *countersign*, he may not in fact be authorized to pass the lines – strictly only those *on duty* who need to cross the line are given the *countersign*. If there is a doubt, especially when the party is unfamiliar to the sentinel, he should refer to the Corporal; it is best to be safe.