



## Oak Creek Police Department

### Ceremonial Honor Guard

## S.O.P. 4

### RIFLE SALUTE

*The Rifle Salute will be accomplished with 7 members of the Honor Guard Unit. A Rifle Team Commander will be in-charge of the detail. **Remember to have the rifles charged and ready for the 1<sup>st</sup> volley prior to "Falling-in"**.*

*Actual commands will be capitalized with the action word being stated in **BOLD**.*

- A. The detail will; "**FALL-IN**". The Rifle Team will fall in, roughly at the correct spacing, in front of the Rifle Team Commander. *The Rifle Team Commander will bring him/herself to "Attention", then:*
- The 1<sup>st</sup> actual command will be, "**STAND-BY (Pause) DETAIL**".
    - The Left hand is placed in the small of the back
    - The butt of the rifle is at the tip of the right foot as in the position of attention
    - The end of the barrel is extended forward, cupped at the bayonet lug with the right hand
  - The Rifle Team will be brought to, "**ATTEN-TION**"
  - Then, "**DRESS RIGHT-DRESS**"
    - The Rifle Team member on the left side of the team, (to the left of the Rifle Team Commander) remains looking forward, everyone else looks to their right, extending their left arm outwards to touch the right shoulder of the team member to their left. (*The Team Member on the right end does turn the head, but doesn't extent his/her arm*).
  - The next command is, "**READY-FRONT**"
    - The left arm is dropped simultaneously the head is turned forward.
    - Team members will now be at the position of "Attention".

*The Rifle Team is now properly spaced and prepared to move to the designated location. Movement shall be done in the Port-Arms position. The team shall orient themselves to a pre-arranged location. It is desired that the Firing Team actually fire their rifles over the head of the Decedent, and should be oriented in this manner, taking into account that the Rifle Team will be stepping out and forward at a 45 Degree angle when the actual firing is done.*

- B. Movement to the firing position
- The Rifle Team is brought to, **PORT-ARMS**"

- The command for a facing movement is given, then, “**FORWARD-MARCH**”. (or)
- The command, “**MARCH IN FILE-READY STEP**”
- Once in the proper position, the Rifle Team will start, **MARK TIME-MARCH**”
- The Rifle Team Commander will give the command, “**DETAIL-HALT**”.

*The Rifle Team Commander will move with the Rifle Team to his/her right, and while in movement keep in pace with the Rifle Team staying in the center of the Firing Team.*

#### C. At the firing position

- The Rifle Team is still at “Port-Arms”
- The Rifle Team Commander will then have the Rifle Team, “**LEFT-FACE**”.
- The Rifle Team will now be facing the Rifle Team Commander
- The Rifle Team is then commanded, “**ORDER-ARMS**”.
  - The left hand remains immediately under the bayonet lug on the M-14 rifle, preparing for the next command.
- The command of, “**READY**”
  - On “**READY**” the left hand is placed flat at the buckle
- Then the command of, “**CUT**”
- Next, while in the position of attention, the Rifle Team can be brought to, “**CEREMONIAL PARADE-REST**”
  - The rifle butt remains fixed
  - The end of the barrel is extended forward, cupped at the bayonet lug with the right hand
  - The left hand is placed in the small of the back
  - A one to two second pause, then the left hand comes to the front, the rifle is leaned in across your front with the magazine well facing outward, and the rifle is held at the barrel tip with left hand over right.

*The Rifle Team Commander will then do an, “**ABOUT-FACE**”, until the flag folding starts. The Rifle Team Commander is still centered in the middle of the Rifle Firing Team. The flag will be brought off the casket, pulled taut, which is the queue for the Rifle Firing Team.*

*The Rifle Team Commander will bring him/herself to “**ATTENTION**”, and then does an, “**ABOUT-FACE**”, again facing the Rifle Firing Team, while still at the position of “**ATTENTION**”, give the commands: “**DETAIL-ATTENTION**”, “**PORT-ARMS**”, “**RIGHT-FACE**”. The Rifle Team Commander will then immediately orients him/herself to the front of the firing team, in line with the Firing Team, but facing them, remaining at the position of “**ATTENTION**”. The command of: “**PREPARE TO FIRE RIFLE VOLLEY**” (Or something to this affect)*

#### D. Firing the Salute (1<sup>st</sup> Volley)

- The commander then, in even cadence, gives the command, “**READY-AIM-FFFIRE**”
  - On the first volley, no action is taken on “Ready”
  - On, “**AIM**” the Rifle Team Member steps out and forward with the left foot to a 45 degree angle, (1/2 step, more for the angle than out) simultaneously punching out the rifle up to a similar 45 degree angle and slightly up

- Head stays upright and firm, slightly looking to the left, BUT NOT AT THE ANGLE AS TO LOOK THROUGH THE SITES, but more-so in line looking at an angle over the rear site aperture
- The “F” is dragged slightly giving a very subtle preparatory command for simultaneous firing.
  - ❖ Immediately after firing, the RIFLE ONLY is brought back to the Port-Arms position, footing remains out at the 45 degree angle
  - ❖ The palm of the left hand, near the wrist/thumb joint area is simultaneously placed on the charging handle, with the blade of the left hand down, and palm as parallel to the rifle as practical

### **(2<sup>nd</sup> Volley)**

- The command of, “**READY**”
  - Rifles are charged abruptly, noting that if your left hand assists in any manner, a malfunction is likely, then:
  - Immediately place your left hand on the fore stock of the rifle
- The command of, “**AIM**”
  - The rifle is punched out at the previous 45 degree angle and slightly up
- The command to, “**FFFIRE**”
  - The “F” is dragged slightly giving a very subtle preparatory command for simultaneous firing.
    - ❖ The rifle ONLY is brought back to the Port-Arms position
    - ❖ The palm of the left hand is simultaneously placed on the charging handle (as described above)

### **(3<sup>rd</sup> Volley)**

- The command of, “**READY**”
  - Rifle is charged abruptly, (see above)
  - Immediately place your left hand on the fore stock of the rifle
- The command of, “**AIM**”
  - The rifle is punched out at a 45 degree angle and slightly up
- The command to, “**FFFIRE**”
  - The “F” is dragged slightly giving a very subtle preparatory command for simultaneous firing.

*After firing the third and last volley, the rifle is brought back to the “PORT-ARMS”, WITH YOUR LEFT HAND REMAINING ON THE FORESTOCK AND NOT THE CHARGING HANDLE, a command is then given, “**PORT-ARMS**”,*

- The left foot is then returned back to the position of “ATTENTION”
- Now at, “PORT-ARMS”, the command of “**LEFT-FACE**” is given, while the Rifle Team Commander simultaneously orients him/herself back to and facing the center of the Rifle Firing Team.
- The Rifle Team Commander then gives the command, “**PRESENT-ARMS**”. Upon this command, the Rifles are:
  - Rotated/guided up with the left hand, and rotated/guided down with the right hand
  - Left hand remains grasping the rifle (OCPD way as it secures the rifle easier), in the area with the little finger is near where the rifle stock gets wider near the magazine well

- The right hand cusps, the thumb on the left side and the open hand, fingers facing straight out the rifle
- The Rifle receiver and barrel are parallel with the Rifle Bearer, butt stock slightly out in appearance
- Rifle Bearer looking through the barrel.

*Training and practice should determine where each Rifle Bearer is actually looking as the rifles should all be "Presenting" in a uniform even height.*

- The Rifle Team Commander then does an, "ABOUT-FACE".

*This is the queue for the Bugler to begin TAPS. The Rifle Team Commander will render a Hand Salute upon the first note of TAPS, to the last note of Taps.*

- Upon the last note of TAPS, the Rifle Team Commander will have brought him/herself to, "ORDER-ARMS", then do an "ABOUT-FACE", now facing the Rifle Team, remaining at the position of "ATTENTION"
  - The Rifle Firing Team will then be brought from the, "PRESENT-ARMS" position.
  - The Rifle Team Commander will give the command, "PORT-**ARMS**"
  - The command, "ORDER-**ARMS**"
  - Then, "READY-**CUT**" (left hand movement)
  - The Firing Team is now standing by at the position of, "ATTENTION".

*At this point, if the Flag folding is still in progress (Highly likely) the Firing Team needs to be remain on scene and remain at the position of "ATTENTION" and can be kept there as movement is easier/quicker a few minutes further down the line after the Flag folding/presentation to family. Otherwise, the Firing Team could be brought to "PARADE-REST" or "CEREMONIAL-PARADE-REST"*

- If the Firing Team is still at the position of "ATTENTION", the command of, "PORT-**ARMS**"
- Then a facing movement command if needed, "LEFT-**FACE**"
- Then the command of, "FORWARD-**MARCH**" back to a predetermined location or back to the staging area or vehicle area.

*If marching back, the team then needs to be brought to a "DETAIL-HALT", "ORDER-ARMS", "READY-CUT" as the Firing Team must be dismissed from the position of "ATTENTION".*

