

**STANDING ORDERS  
AND  
REGULATIONS  
FOR THE  
CROWN FORCES  
OF  
NORTH AMERICA**

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## Article I:

### Preface

*The following document acts as the Standing Orders for the Crown Forces of North America. The policies and regulations as outlined in this document are established to help unify and coordinate the efforts and workings of the War of 1812 Reenactment units which compose the CFNA. While it is recognized that the nature of historical reenacting is operated on a volunteer basis, these rules and regulations are in place to ensure adherence to historical accuracies and most importantly, ensure all units are performing and operating in a safe and unified manner.*

### Mission and Mandate

The Crown Forces of North America (CFNA) is the collective organization under which the majority of British, Canadian and First Nations War of 1812 Reenactment units operate and function.

The mission of the CFNA is to provide a unified and consolidated organization, within which 1812 reenactment units can operate. The CFNA includes the Command Staff for the Crown Forces, with the details of each staff position being found in Article II. The CFNA provides its staff to both operate and command the combined CFNA units at reenactment events and promote safety at all times.

The CFNA operates under the notion that when formed together, the British and Canadian reenactment units essentially form one, low-strength infantry Battalion, with attached artillery, cavalry and Native allies and much of the CFNA's operations and drill maneuvers operate in accordance with this assumption.

## Article II:

### The Crown Forces Staff

- The Command Staff for the CFNA is comprised of individuals in recreated command positions, who are entrusted by the units of the CF to represent and lead the battalion on and off the field
- The Command Staff is comprised of the Brigade Staff and the Battalion Staff, both of which form the "Staff"
- Refer to Staff command structure chart in Appendix I

### The Staff Positions

#### The Commanding General

- *(currently held by Mr. C. Williams)*
  - Assumes the rank and uniform of Brigadier General, the commanding General of the Crown Forces North America commands all arms of the British forces, including the infantry, cavalry, artillery and naval detachments on land, which forms the "Brigade"
  - Is entitled to select an Aide-de-Camp
  - Will have ultimate command of all British/Crown forces, with appropriate subordinate commanders
  - Will choose his Staff Officers to fill appropriate roles as he sees fit (See Appendix II)

#### The Colonel

- *(currently held by Mr. T. Fournier)*
  - Assumes the rank and uniform of a Lieutenant Colonel and commands all infantry, as formed into the "Battalion"
  - He is the senior officer of the Battalion and the Battalion Staff and will have overall command of the Battalion on the field and parades
  - Reports directly to the commanding General and is the overall second in command of all Crown Forces
  - The Lt. Colonel will largely perform the practical duties of a Battalion Colonel, but can be dressed as either a Staff Colonel or a Regimental Lt. Colonel uniform
  - During parades, the Colonel will take command of the Battalion from the Adjutant at the start of parade, and hand command over to the Adjutant in the closing of the parade

- The Colonel may command the Battalion through all safety inspections, marching on of the colours, and all Battalion level maneuverings. In his absence or upon his direction, the battalion will be commanded by the Adjutant during inspections and maneuverings.

#### The Aide-de-Camp

- *(currently held by Mr. C. McKay)*
  - The ADC for the commanding General is in charge of all correspondence among the Staff and between the Staff and the various units and event sites, reporting information such as registrations, scheduling and other important details
    - In charge of assisting with accommodation for the General
    - Acts as a runner to relay orders on behalf of the General while on the field
    - Also acts as liaison officer between the Brigade commander and the different elements of the brigade, ie. Infantry, Cavalry, Artillery, First Nations Allies and Naval Detachments
    - Assists with coordinating meetings between Crown Forces and American staff, pre-battle scenario meetings and other occasions where CF Staff liaison is required
    - He performs any and all duties required of him by his commanding General

#### The Adjutant

- *(currently held by Mr. C. Pinn)*
  - The Adjutant is the senior staff officer of the Battalion in charge of organization, administration, troop strengths and training of the men
  - The Adjutant will report directly to the Colonel and will command the Battalion in the event the General, Colonel or Major (Field) are indisposed
  - Will be in charge of gathering troop and unit strengths at the beginning of every day and report those numbers to the commanding General and Colonel
  - On Parade, the Adjutant will take over command of the Battalion from the Serjeant Major, after which he will assemble the Battalion and collect unit states. He may

then hand over command of the Battalion to the General or Colonel (*if on parade*).

- Will write up the Battalion daily orders and post them in front of the Commanding General's tent at the start of each day
- Can act as a wing commander, additional safety officer or ADC on the field when required, reporting to the General and Colonel
- Is responsible for overseeing the training of the Battalion in drill and deportment, safety inspections and is specifically responsible for the training of the Battalion's officers in their movements and arms drill
- Will coordinate the drill and training of the Battalion during Battalion drill sessions, during which he can appoint the Serjeant Major and other officers to assist in the drill instruction when required

#### The Quartermaster/Quartermaster Serjeant

- (*currently held by Mr. R. Clark*)
  - Part of the Brigade Staff, but depending on the individual in the position may perform either as Quartermaster and dress as an officer, or as a Quartermaster Serjeant and dress as an NCO. The current position is performed as a Quartermaster Serjeant,
  - Is in charge of all matters regarding Battalion camp order and troops strengths while in camp
  - Will gather tentage numbers and measurements prior to events and designate appropriate unit assignments for all tentage in camp
  - Will assist in coordinating the mounting of Camp Guards and oversee their rotation throughout the day, reporting to the Adjutant and/or Officer of the Day.
  - Position on parade depending on the rank and uniform being worn. If dressed as an officer, will fall in to the extreme left of the line, with only the Adjutant to his left. If dressed as an NCO, will fall in with their own unit.

### The Artillery Commander

- *(currently held by Mr. M. Pindera)*
  - In charge of commanding all artillery detachments during land engagements
  - He is the senior officer of the Artillery and will command the Artillery on the field and in all parades
  - Is not part of the infantry battalion, and as such reports directly to the commanding General
  - Recommended for the position by the artillery crews, and is appointed by the staff, with the final decision being made by the commanding general
  - Will be dressed and operate among the staff in the capacity of a Captain of the Royal Artillery
  - Knowledgeable in the operating and Safety Measures for All Types of 1812-era Artillery, Including Long Guns, Mortars and Howitzers
  - During parades, the Artillery Commander will fall in with the Officers of Infantry, in the senior position on the right
  - The Artillery Commander will command the Artillery through all safety inspections
  - Must ensure all members of the artillery who are armed with firelocks report and participate in the Battalion weapons safety inspection during every event
  - While commanding a battery of Artillery on the field, the Artillery Commander will NOT command an individual gun
  - He will be in charge of enforcing the safety regulations in place at every site
  - When required by the staff, the Artillery Commander will select gun crews to fill special roles and positions in certain battle scenarios

### The Captains (*Company Commanders*)

- In overall command of their respective companies and are ultimately responsible for overseeing the safety and conduct of their units at ALL times throughout the event
- Will be the direct representatives for their units in communication with the staff
- Represent their respective units at all daily unit commanders meetings and briefings
- Before parades, will form their Companies in their respective streets, at which time they will inspect their



companies' uniformity, as well as the cleanliness and safe functioning of their weapons before each parade.

- Will prepare a 'Company State' to report all members of their unit (military and civilian) and present their reports to the Adjutant on parade. (*see Appendix IV - Officer's Company State*)
- When the Battalion falls-in for parade, the Captains will march their companies to their established positions and remain with their companies throughout the parade. (*See Article III for details about the Formation of the Parade and officers' positions and roles during*)
- Company commanders may in some cases hold the rank of Majors, Lieutenants, or Second Lieutenants (Ensigns) at the discretion of the units. However, their immediate responsibilities in these positions are the same.
- Should be familiar with both the *Rules and Regulations for the Formations, Field-Exercise, and Movements of His Majesty's Forces* – issued 1<sup>st</sup> June, 1792 and *The Manual and Platoon Exercises* – issued 1<sup>st</sup> November, 1804.

#### The Serjeant Major

- (*currently held by Mr. E. Wardle*)
  - The Serjeant Major is the senior Non-Commissioned Officer in the Battalion and as such is the direct liaison between the rank and file and the Battalion staff
  - Is responsible for falling in the Battalion at the beginning of each parade in a manner decided upon by the staff (*see Article III below*)
  - Will assemble the first Serjeants and assemble the Battalion on the designated parade square
  - Will hand the Battalion over to the Adjutant once all rank and file are on parade and the Battalion is dressed
  - Will dismiss the Battalion at the end of each parade and communicate any immediate messages to be relayed to the men from the command
  - Can be called upon by the Adjutant to assist in instructing the Battalion in drill and Battalion level maneuvers and movements
  - Be the immediate contact person for unit NCO's
  - Reports directly to the Adjutant

### The Drum Major

- *(currently held by Mr. R. Flowers)*
  - In command of the Battalion's Corps of Drums and any drummers, fifers and buglers of the Crown Forces
  - Oversees and supervises the training of the Corps of Drums in a manner and schedule decided by him
  - Provides all necessary duty signals for the Battalion through its Corps of Drums
  - Reports directly to the Adjutant

### Colour Serjeants

- Will be immediately responsible for the safety of the Colour Party on parade and the field
- At the discretion of the individual units, units may have a Colour Serjeant as the covering Serjeant for the company
- For modern purposes, aside from protection of the colours, Colour Serjeants will perform the same duties and responsibilities as the Serjeants

### Serjeants

- Will generally act as the second-in-command of each company
- Will act as the safety officer for the company when firing
- Will coordinate with the company commander in the training and instruction of the company in drill and musket safety
- Should be familiar with the *Rules and Regulations for the manual and Platoon Exercises, Formations, Field-Exercise, and Movements of His Majesty's Forces – issued 1st January 1807.*

### Corporals

- Will assist with the training and communication of orders within the companies
- Unless needed in the command file of the company, the corporals will be placed as the Right and Left markers of each company, depending on the number, with the preference being given to the right marker position
- Will assist in ensuring all members of the company are trained and operate safely at all times, particularly when handling powder

- Can be used as a safety officer within the company

#### Lance Corporals/Chosen Men

- While not necessarily an historic rank, many units have member(s) in this capacity and are often badged with a single chevron to denote the position
- Assist in training of new recruits by demonstrating and instructing on more 'one-on-one' basis
- Should lead the men by example in the neatness of their clothing, arms and accoutrements. They should be prompt in falling-in and following orders that the men might follow their example
- Can be used as a safety officer within the company
- Expected to assist in ensuring all members within the company are safe at all times while on and off the field

#### Privates

- Privates are the backbone of the living history hobby and displays would not be possible without them.
- Are responsible to the Officers and NCO's under whom they serve and must be prepared and capable of portraying their role at living history displays.
- Are expected to ensure their due diligence in remaining safe, professional and historically accurate in their appearance during all public hours of events

## Article III:

### Composition of the Battalion

- The Crown Forces Battalion is comprised of all units that fall under the umbrella of the Crown Forces North America
- All units must manage their safety and the handling of powder on the field with the Parks Canada safety regulations published on crownforces.ca and within these standing orders (Appendix III) as guidance, or follow the specific safety regulations from a host site. Units will also take guidance from the Crown Forces drill regulations, as taken primarily from the *Rules and Regulations for the Formations, Field-Exercise, and Movements of His Majesty's Forces* – issued 1<sup>st</sup> June, 1792, and *The Manual and Platoon Exercises* – issued 1<sup>st</sup> November, 1804.
- The Battalion of the CFNA operates under the assumption that the units under its command constitute the approximate composition of an historical British infantry Battalion of ten companies and therefore operates and structures itself accordingly

### Company Structure

- For both historical accuracy and safety reasons, it is necessary for all companies to be commanded by a two-man command section at minimum.
- Companies should ideally have one company officer and their covering Serjeant in the command file, on the right of their respective companies
- During firings, the covering Serjeant will primarily act as safety officer in the rear for the company, while the officers give the orders
- If an officer is not present or does not exist in a company, a Serjeant or the most senior NCO should take the command of the company and appoint a responsible NCO or chosen man to act as safety officer during firings

### The Formation of the Battalion on Parade

- When the Battalion is formed for parade, it will be formed in accordance with one of three options:
- *Option 1 – Historical Positions*
  - The unit(s) within the Battalion designated as the ‘Grenadier Company’ of the Battalion will be fallen in on the grenadier company’s historical position in line, being on the extreme right of the Battalion

- The unit(s) within the Battalion designated as the ‘Light Company’ of the Battalion will be fallen in on the light company’s historical position in line, being on the extreme left of the Battalion
- All other companies will fall in as the Battalion’s ‘centre companies’ and will take their positions in between the Grenadier and Light Companies, in order of precedence, with senior units starting on the right of the line
- *Option 2 – Unit Precedence*
  - If the Battalion is formed by unit precedence, all recreated units, regardless of distinctions as grenadier, centre or light companies, will be fallen in the order of their unit’s precedence
  - The most senior infantry unit (being the 10<sup>th</sup> Royal Veterans Battalion), will take position on the extreme right of the Battalion.
  - All remaining companies will fall in by order of precedence, with the most senior units on the right (eg. 1<sup>st</sup>, 8<sup>th</sup>, 41<sup>st</sup>, 49<sup>th</sup>, 89<sup>th</sup>, etc.)
  - If two units depict the same historical regiment, then the companies will fall in by order of their company depictions, grenadier on the right, then centre and light companies (eg. 1<sup>st</sup> Gren Co., 1<sup>st</sup> Batt Co, 1<sup>st</sup> Lt. Co)
  - If the Royal Artillery fall in on parade, they will take their position at the extreme right of the Battalion, as the most senior regiment
- *Option 3 – Pre-determined Orders for Battle*
  - It may be at the discretion of the staff to assign specific unit formations for a particular recreated engagement
  - In some cases such as fortification assaults, the staff may call for all grenadier companies or light companies formed together, regardless of precedence
  - Other cases of particular recreated engagements may call for several recreated units to be formed together to represent one historical unit
  - If this formation is determined by the staff, the Serjeant Major will form the Battalion on parade in accordance with this system

## Forming the Battalion for Parade

### Order of Parade

- At the start of each parade, the forming of the Battalion will be overseen and carried out by the Serjeant Major
- At a pre-determined time and location, the Serjeant Major will take the parade square and fall in the Drum Corps
- 
- Unless otherwise requested or specified by the Command Staff, the Battalion will all be formed and assembled in the following method:
  - All Officers, Non-commissioned officers, and Soldiers are to attend all Parades. None are to absent themselves without the previous permission of the Commanding Officer of the Battalion.
  - Parades are to be regulated according to circumstances, the season, climate, and station; the following will be considered as the ordinary mode for the formation of the Battalion.
  - The dressing bugle (Preparative to Parade) is to sound 15 minutes before the time stated for Companies to assemble for the Battalion Parade. It is expected that every individual who has not already done so to prepare themselves for the Battalion Parade at this time.
  - The Drummers' Call will sound 5 minutes after the dressing bugle. The Drum Major, Bandsmen, and Drummers will fall in for inspection by the Adjutant on the Battalion Parade. At the same time, Companies will form on their Private Parades (Company Streets). The Serjeants or Corporals commanding are to number off their Companies by files from right to left. Following which they will open the ranks to inspection distance, and (if applicable) will receive their Commanding Officers. The Officers then proceed with the inspection of their Companies. Following inspection, Commanding Officers should relay any relevant information regarding the pending parade, inspection, or exercise to their Companies.
  - A Company is never to be permitted to stand idle upon their Private Parades. The Commanding Officer must turn any spare time to advantage, by teaching them to dress, face, &c. &c.
  - The All Non-commissioned officers' Call will sound shortly thereafter. It is at this time the Coverers (Left Markers of either each Company or Section, depending on size) will move out with trailed arms in double time to the Battalion Parade, give the number of their files to the Serjeant Major, who will then order the Coverers to take up their distance and mark their Company's ground. Once completed, the Serjeant Major

will receive the Adjutant and then retire by the head, to the reverse flank of the column.

- At the appointed time, the The Troop will sound. Officers will march their Companies from their Private Parades to the Battalion Parade, moving them by file (left flank leading) on to their Coverers (Left Markers) with carried arms. Once halted, the Officers will dress their companies to their Coverers. Following which the men can be told to order their arms and stand at ease.
- The Battalion will always parade in Open Column of Companies (right in front). Every company at the proper wheeling distance, the ranks in close order, and dressing in line with the Coverers (Left Markers). The Drums will be formed at a 90 degree angle to the right of the Battalion. The Adjutant will face the pivot flank (Left Flank) of the leading Company, ready to collect Reports. While the Battalion is under arms, whether assembled for parade, inspection, or exercise, Officers will not quit their companies, or collect in groups.
- The Adjutant will collect the Reports, starting with the First Company following the line of Officers (to which Officers deliver them open and unfolded). During which time the music is allowed to play. The Adjutant will place the Reports in numerical order, ready to present them to the Commanding Officer of the Battalion.
- The Adjutant will then call the Parade to attention, fix bayonets, shoulder arms, and wheel the Battalion into line. The Parade thus formed will await the Commanding Officer of the Battalion.
- When the Commanding Officer of the Battalion appears, the Adjutant draws his sword, has the Battalion receive the Commanding Officer of the Battalion with carried arms, and goes up to him to know his pleasure. After the Adjutant presents the Commanding Officer of the Battalion with his Reports, he, if not engaged otherwise, will take post on the left of the Battalion.
- When the Battalion manoeuvres are finished, the Commanding Officer of the Battalion will make the men unfix bayonets and stand at ease (the officers sheath their swords). He then signals the Adjutant to dismiss the Battalion. The Battalion will be generally dismissed with the Officers marching off their Companies by file (right flank leading) to their Private Parades, but should it be dismissed on the spot, Officers will be previously directed to fall out, and the parade broken off by the Adjutant or Serjeant Major.

- The following words of command are used to dismiss the Battalion: **Attention, Shoulder Arms, by right of companies to the rear file, Right Face** (on which the whole face to the right, except the leading and command files, who face to the right about), **March**. The whole step off together, disengage to the rear, and proceed to their respective streets.<sup>1</sup>
- *Alternative Option – Forming by Companies*
  - The Serjeant Major will form the Battalion by having Company Serjeants position their companies within the line in a particular order.
  - This method does not require any of the drums calls but instead has the battalion formed simply in blocks of men.
  - Ideally, this method of forming will only being in limited situations, primarily when there are many units that are unfamiliar will the above fall in procedures.
- Artillery that is to fall in with the infantry Battalion will take its appropriate position in the line. Royal Artillery as the most senior regiment with fall in on the extreme right of the line.
- All Naval detachments will also take their place on the extreme right of the line, as the senior service.
- Royal Marine detachments will be fallen in at their historical place of precedence within the regimental system, being between the 49<sup>th</sup> and 50<sup>th</sup> Regiments.
- Militia artillery will fall on in the extreme left of the line.
- Any cavalry that is to fall in with the Battalion will also take its appropriate position in line.
  - As cavalry units are generally dismounted and therefore act in a skirmishing and or scouting capacity, cavalry will generally be directed to fall in on either flank of the Battalion.

### The Drums

- The Drum Corps of the Battalion will be comprised of individuals selected and trained at the discretion of the Drum Major and his subordinates.
- The Drums will be trained and practice according to a schedule as set forth by the Drum Major
- It is preferred that the Drums will form with the Battalion at the commencement of all parades and engagements.

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<sup>1</sup> Reid, Thomas. *A Treatise on the Duty of Infantry Officers and the Present System of British Military Discipline*. London: 1792.



- The Drums may detach themselves from the Battalion to perform additional or separate tasks as needed.
- It is up to the discretion of the Drum Major and the Battalion staff as to what degree the Drums will be needed to take part in Battalion drills and maneuvers.
- Can provide a duty drummer and fifer for the day to be placed at the disposal of the Adjutant

### The Colour Party

- The designated Colour Party for the Battalion is comprised of selected individuals, to be trained and attached to the Drums. This party will be responsible for carrying and protecting the colours before and after parades, as well as marching the colours on and off parade at the beginning and conclusion of every parade where colours are required. The Battalion will always conduct a Present Arms to the colours upon every occasion where they are marched on or off parade, with full honours and salutes given.
- The commanding General and his subordinates will select the regimental colours to be carried by the Colour Party of the Battalion before the formation of each parade, based on the selection of colours available for use and the most accurate colours to be carried according to the historic recreated engagement.
- The Colour Party should at minimum consist of two Ensigns to carry the colours and at least one Colour Serjeant armed with a pike for protection.
- Additional colour parties may be allowed, subject to the approval of the staff and the requirement of additional colours for the particular recreated engagement.

### Pioneers

- Unless otherwise requested by the commanding officers, the pioneers of each company will remain with their designated companies during all parade and engagements.
- Pioneers are to have all edged weapons and tools properly covered and under safe handling at all times, so as to not injure themselves or others in the Battalion.

## Article IV:

### Drill Regulations for the Rank and File

- The Battalion will take its drill instruction from the *Rules and Regulations for the Formations, Field-Exercise, and Movements of His Majesty's Forces* – issued 1st June, 1792 and *The Manual and Platoon Exercises* – issued 1st November, 1804.
- For full details of all content covered in these manual, consult them.<sup>2</sup>
- The training of the Battalion is regulated and based on the notion that the Battalion is comprised of a collection of recreated units, whose members do not have the same commitment to training as historic British Napoleonic infantry.
- The movements and motions that the Battalion is trained in are limited to those that the recreated units will use on the field.

### Drill Regulations for Officers

- As these primary manuals do not comprehensively cover officers' drill, the officers of the Battalion will perform their movements in accordance with a selection of primary documents (*see section 2, Officer's Sword Drill.*)
- The training and instruction of the officers and their drill will be overseen by the Adjutant

### 1) Officer's Movements:

#### i) Marching on Parade:

- When the Battalion is to assemble for parade, Officers will form their companies in their streets and be positioned on the left flank of their units.
- When the Battalion forms, Officers will file march their units to their established positions on parade, with the Officer and their Sgt taking the lead.
- Once formed in column, the Officers will remain on the left of their companies until, further commands are given which require them to move positions. (*See section on 'Formation of Parade' for more details*)

#### ii) Open Order:

- On the preparatory command "Take the Open Order," the officers will recover their swords

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<sup>2</sup> Calvert, Henry, Adjutant General of the Forces. *Rules and Regulations for the Formation, Field Exercise and Movements of His Majesty's Forces*. London: Whitehall, 1811; and *The Manual and Platoon Exercises, etc., etc.* London: Whitehall, 1804.

- On the executive command “March”, the officers will take three oblique steps to the left, to position themselves three paces in front of the second file from the right. Once in position, the officer will halt, retain their footing and port their swords. (*Their covering Serjeant will step up to cover the officer’s position in line*)

iii) Musket Inspection:

- While the Battalion inspection is carried out, the officers will retain their port swords position.
- When the inspecting officers/officials are approaching their company, the officers will right about face to face their company, while remaining in the port swords stance.
- Once the inspection of their company is concluded and all necessary commands are given, the officer will once again right-about-face to face the front, remaining at the port swords

iv) Close Order:

- On the command “Take the Close Order,” officers will recover their swords and right face
- On the command “March”, officers will march back to their position in line, and once halted, return to advancing their swords

v) Standing at Ease:

- When the Battalion is stood at ease and the men have ordered arms, officers will move to support their swords

vi) Marching Off Parade:

- When the Battalion is to be dismissed, the Adjutant’s command will be "By right of company, to the rear file....right face". At this point, Company Officers will turn out to face the rear of the battalion, with their covering Serjeants beside them to their right
- On the command "March", officers will lead their companies by files, off the parade square and to the rear of where the Battalion was formed.
- Officers will march their companies back to their designated streets and dismiss their units at their discretion

## 2) Officer’s Sword Drill: <sup>3</sup>

i) Carry Swords: (*Shoulder Arms*)

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<sup>3</sup> James, Charles. *The Regimental Companion Containing the Pay, Allowances and Relative Duties of Every Officer in the British Service*. London: Egerton, 1811; and Suasso, Captain A. *A Treatise of the British Drill and Exercise of the Company*. London: Clowes, 1816.

- grab sword by the hilt with the full grip of the right hand
- right hand should be rested on the hip bone
- place blade into hollow of the shoulder, with the upper part of the blade, both straight and curved, resting against the shoulder
- the elbow should be drawn back, not out to the side

ii) Port Arms: (*used during Open Order*)

- hold sword by hilt with right hand
- drop the sword down into the left hand, so as the left is grabbing the blade 4 inches from the tip
- place left thumb along rear edge of blade, pointing upwards
- the edge of the blade should be facing out, with the guard of the sword also facing out
- blade should have a diagonal position across the chest
- the left hand should be opposite and three inches lower than the left shoulder

iii) Recover Arms: (*first motion of the present arms*)

- sword brought up in front of the right eye, with the flat of the blade facing front and edge facing left
- the sword should be angle slightly so that the point is inclined slightly forward
- upper part of the arm as near to the body as the motion will allow
- if wearing a cocked hat, the right hand should be in front of the right breast, rather than the eye

iv) Support Arms:

- On the order for the Battalion to “Support Arms”, the officers will remain still for the first two motions.
- On the count for the third motion, the officers will shift their swords to place the upper part of their blades into their left shoulders, edge facing down.
- Bring their left hands over to the right, to rest on top of their right hand, which will be brought slightly to the left
- Feet stay together
- Going back to the shoulder is the reverse, with the officers assuming the shoulder arms position on the third motion of the men’s movement
- \*\*\* This position will also be taken when the Battalion is ordered to “Stand at Ease”

v) Present Arms:

<u>Other Ranks</u>	<u>Officers</u>
1st. Seize the firelock with the right hand, under the guard, turning the lock to the front, but without moving it from the shoulder.	1st. Pause
2nd. Raise the firelock up from the shoulder to the poise, by placing the left hand upon the sling, fingers pointing upwards; the wrist upon the guard, and the point of the left thumb of equal height with and opposite to the left eye; the piece to be kept perpendicular in this position.	2nd. Bring your sword briskly up in a perpendicular direction, to the Recover.
3rd. Bring down the firelock with a quick motion, as low as the right hand will admit without constraint, drawing back the right foot at the same instant, so that the hollow of it may touch the left heel.	3rd. Drop the blade by briskly stretching your arm, so as to bring your right hand close to the right thigh. The point to should be slightly advanced of the body, a few inches above the ground. The left hand is brought in front of the peak of the shako, left at the side if wearing a cocked hat

vi) Reverse Arms:

<u>Other Ranks</u>	<u>Officers</u>
1st. Reverse the left hand.	1st. Pause
2nd. Turn the musket under the left arm and grasp the cock and hammer with the left hand.	2nd. Bring sword to recover

3rd. Throw the right hand behind the body to grasp the musket and bring the right heel up at the same time.	3rd. Reverse the sword under the right arm, the point of the sword downwards.
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vii) Rest on Arms Reversed:

Other Ranks	Officers
1st. Grasp the butt of the musket with the right hand.	1st. Pause
2nd. Place the muzzle on the toes of the left foot.	2nd. Place the point of the sword on the left foot.
3rd. Place the left hand on the butt of the musket.	3rd. Place the left hand on the hilt of the sword.
4th. Place the head on the back of the left hand.	4th. Bow head.

Drill Instruction and Practice

- The overall level of training and drill proficiency of the Battalion is at the discretion of the commanding General and Colonel
- The training of the Battalion's men and officers will be overseen and carried out by the Adjutant, with the assistance of the Serjeant Major and other officers where required
- The Serjeant Major will be senior NCO to consult in matters of training while in camp and outside of battalion level training
- The Adjutant will be responsible for training the officer corps
- The General, Colonel, or Major(s) assist with the training of the Battalion at their discretion, but otherwise the training of the Battalion on the field will be directly overseen by the Adjutant and Serjeant Major
- The Staff and Serjeant Major will oversee the training and instruction of the Battalion when the units are collectively formed as a Battalion, with company training to be carried out by the company command.
- Each company and their respective commanders are responsible for training and instruction on the company level, in accordance with the drill and regulations that are set out by the CFNA and which are found in *Rules and Regulations for the Formations, Field-Exercise, and Movements of His Majesty's Forces – issued 1st June, 1792* and *The Manual and Platoon Exercises – issued 1st November, 1804*.

### Salutes by the Rank and File <sup>4</sup>

- While all ranks and positions within the Battalion are based on the recreated premise of the organization, all men and officers will make an effort, in the benefit of historical accuracy, to perform all respective salutes and compliments to senior rank during the ‘official hours’ of events
- For specific details on salutes and compliments, see Appendix II.

### Salutes and Compliments Among Officers

- Officers will do their part to return and honour all salutes and compliments given to them by the rank and file
- Officers will make an effort to give proper salutes and compliments to senior officers during ‘official hours’

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<sup>4</sup> *Standing Orders and Regulations for the 85<sup>th</sup> Light Infantry*. London: Military Library, Whitehall, 1813. *General Regulations and Orders for the Army*. London: W.Clowes, 1811.

## Article V:

### Battalion Camp Designation

- The layout and designation of units in camp will be delegated by the Quartermaster
- At all events, the Quartermaster will make an effort to structure the CF camp in the following manner (*space permitting*)
  - Unit streets will be ordered by unit precedence, with the senior unit's street on the right of the camp.
  - Company Serjeant's wedge tents will be placed at the front end of each row of tents, facing out
  - The unit's tent lines will place the wedge tents in lines, facing into each other
  - Tents will be set up starting at the front first, starting with the Serjeant's tent and working their way to the Company Officer's tent line
  - Company officers' tent line will be placed at the end of the unit streets, with each officer's tent ideally in line with their respective unit's street
  - Staff officers' tent line will be placed the company officers' line, with the commanding General's tent placed in the centre
  - The unit cooking awnings and tents will be placed beyond the Staff officers' line, along with unit cooking fires

### Camp Regulations

- While the nature of historical reenacting is once again voluntary, it is necessary to ensure that all members of the CFNA adhere to appropriate camp regulations and decorum.
- All units are to establish a designated 'Alarm Post' in the event of an actual emergency, with the ideal location for such a post being at the far ends of the company streets (opposite end of the cooking awnings)
  - The exact location of these posts and orientation of the camp is subject to change from event to event
- During 'public hours', the camp is to remain in an authentic military state.
  - All tents should remain closed and all modern items effectively hidden from the view of the public.
  - Individuals should ensure to remain in historical attire during public hours if they are remaining within the camp
  - All muskets and powder must be sufficiently stored in tents when not in use and out of the access of all members of the public (*for more details, see sections on weapons and ammunitions*)



### Posting of Sentries

- The posting of guards and sentries will be done at the discretion of the command staff.
- Those units who are asked to provide sentry duty will be given sufficient prior notification and will ensure their men are given rotating shifts and positions

### Reveille

- Unless required for specific reasons (*eg. A deliberately early parade or engagement*), there is no ‘official’ reveille for the Battalion
- All unit commanders are nevertheless expected to ensure their units are up and formed in good order in accordance with the daily orders
- All men are expected to maintain due diligence in ensuring they are up and dressed in good order in time for all official duties required of them in accordance with the daily orders

### Morning Orders

- Unit commanders are expected at all times to have an accurate count of the strength of their respective units and the overall status of their units
- Morning orders are carried out at the discretion of the unit commanders, but must be conducted before the first Battalion parade and in an appropriate military manner
- It is recommended that the men should be dressed in their undress uniforms (*ie. Barracks Coat and Caps*) for morning orders
- Unit morning orders should at minimum consist of the following items:
  - Unit Roll Call
  - Daily Orders and Schedule Briefing
  - Dress Regulations for the Day
  - Any additional company level communication
- At the conclusion of morning orders, the unit command must have an accurate strength return of their respective units

### Daily Strength Returns

- Throughout the hours of the morning before the Battalion is first formed, the Adjutant and Serjeant Major will require unit numbers and strength returns from the company commanders, in order to establish the Battalion’s strength and morning formation order
- When the staff ask for company strengths, the company commanders are expected to report their numbers including the number of Officers, Serjeants and Rank and File that will be on parade

### Daily Briefings (*Officers' Call*)

- When required, usually at the beginning of each event day, the officers or unit commanders of all sides will be required to meet to report unit strengths, daily operational orders, and any concerns or additional pertinent information.
- The location and exact time of these daily officers' calls will be decided and communicated on an event-by-event basis
- When also required, additional 'pre-battle' meetings may occur between the senior CFNA command staff and their corresponding officers on the opposing forces

### After Action Meeting (*Debrief*)

- Every unit/gun/troop/corps engaged in an action shall send a representative (Officer Commanding or Senior NCO Commanding) to the Command Post for an after action debrief.
- Typically the Command Post will be the Headquarters Tent but given a situation where the Brigade has been engaged some distance from Camp and there will be considerable time before there is a return to camp, a Command Post will be designated at a convenient nearby location.
- At the After Action Meeting (Debrief), unit representatives will provide an update on the fitness of their members (report any injuries). The gathered will also discuss whether or not there were any significant safety concerns.
- The meeting will also be an opportunity to discuss opportunities for improvement as it relates to situations encountered during the action
- Finally, it is an opportunity to provide any further updates or instructions from CFNA Staff to the assembled units.

## Article VI:

### Dress Regulations

- The CFNA prides itself on depicting the military troops which encompassed the British, Canadian and First Nation forces in the War of 1812
- At all times, CFNA units should ensure utmost attention is given to ensuring their members are dressed in authentic and accurate military uniforms and equipment.

### Safety Regulations

- Parks Canada has researched and developed extensive Blackpowder Safety Guidelines for use on its sites. CFNA has adopted these as their *minimum* standard required by all units (see Appendix III)
- CFNA units will abide by all blackpowder safety rules as designated by sites, in the event that they are more stringent than the Parks Canada minimum.

### Emergency Procedures and Fire Alarms

- It is up to all units to ensure that information regarding emergency and fire alarm procedures is shared with ALL MEMBERS, including followers and children
- It is recommended that all units provide themselves with an appropriate fire extinguisher in accordance with provincial regulations and or site requirements. They should be checked annually and replaced as required.
- There is a common understanding within the CFNA that Unit Alarm Posts should be in a similar locations.
- In the event of an emergency/fire alarm is sounded:
  - Units should all assemble at their Serjeant's Tents
  - All personnel and followers go to their respective alarm posts.
  - Officer of the Day/Designate and their detail will go to command alarm post/bell
  - Nature of the alarm determined, first responders detailed to source of alarm (Officer of the Day or Staff member with guard)
  - Several guard or staff members detailed to sweep camp for stragglers and send them to their alarm posts.
  - Unit commanders at alarm posts, take roll call and once satisfied all are accounted for, go to command alarm post to report in and await further instructions.

- Units will be responsible for assigning their own members to find missing persons. These persons will be made known to the Officer of the Day and CF Staff rep.
  - If alarm situation is resolved, all clear sounds, camp returns to normal standing and unit commanders with staff do a quick debrief. The bell should continue to ring until the emergency is resolved. The "All Clear" signal will be given verbally.
  - People in the immediate vicinity should be pulling down tents and pulling stuff away from the fire
  - Our guard arrives – can fire be put out with our extinguishers or do we call 911?
  - As guard arrives, excess helpers should go to their alarm posts.
  - The potential problem may be too many helpers that may actually impede the actions of the responders
  - Units should suggest members storing powder in their tents to keep it in a fire proof container close to the entrance so that it can be removed quickly in case of fire.
- All should be encouraged and reminded that, if in doubt, CALL 911.
  - Alarm Sounds:
    - The air horn will only be used in cases of a real fire.

### Weapons Inspection

- At the opening of each Battalion parade in the morning of each day, the Battalion will perform a musket safety inspection
- This inspection will be carried out by the entire Battalion and all CFNA forces that wish to participate in the tactical scenarios
- The inspection will consist of three main safety checks, being:
  - The checking of the cleanliness of the pan
  - The checking on the cleanliness of the interior of the barrel by ‘pinging’ the ramrod and checking the button
  - The checking of the safety and ‘half-cock’ position by hanging the musket by the trigger
- The inspection will be conducted by the CFNA command staff and any required site officials

### Ammunition

- For the purposes of historical recreation and for obvious safety, blank ammunition will be used by all those within the CFNA at all times
- Ammunition consisting of pre-made cartridges containing between 70 and 100 grains of blackpowder is recommended (smaller loads for

rifles). Under no circumstances should any musket balls or any other type of projectile be included in this ammunition or fired at events

- Units will perform their due diligence in ensuring their ammunition is constructed in accordance with the safety and ammunition standards set out by the CFNA and the event sites
- Ammunition should be prepared prior to an event, cartridges should not be rolled or filled at an event.
- At any time, representatives from event sites may inspect a unit's ammunition for safety reasons and units must oblige these requests at all times
- At times, members of the CF staff may also require inspection of unit ammunition
- Ammunition is not to be kept in the soldier's ammunition or cartridge pouch for extended periods of time (*ie. No more than a few hours*)
- Ammunition should be transported and stored in secure ammunition boxes when not required
- At all times, ammunition is to be kept away from the access of the public and under no circumstances is a member of the public to be given any ammunition
- When performing recreated engagements, units will always ensure they discard their used ammunition tubes on the ground and do not load them down the barrels of their firelocks.

## Article VII:

### The Artillery

- The artillery will act as an auxiliary force for the Battalion
- Units depicting artillery will ensure their drill and safety in the handling of their guns is set at the highest level of safety and in accordance with the standards set by the CFNA, and events sites
- Those units depicting the Royal Artillery are the most senior units among the CFNA artillery

### The Cavalry

- Unfortunately, due to the nature of insurance for units and at sites, horses are largely unable to participate in recreated events
- In some cases, sites' insurance can allow for the use of horses, but this is not always guaranteed
- Regardless of the use of horses, those units representing cavalry can still participate in a dismounted capacity
- Cavalry will generally be used in a skirmishing and scouting capacity

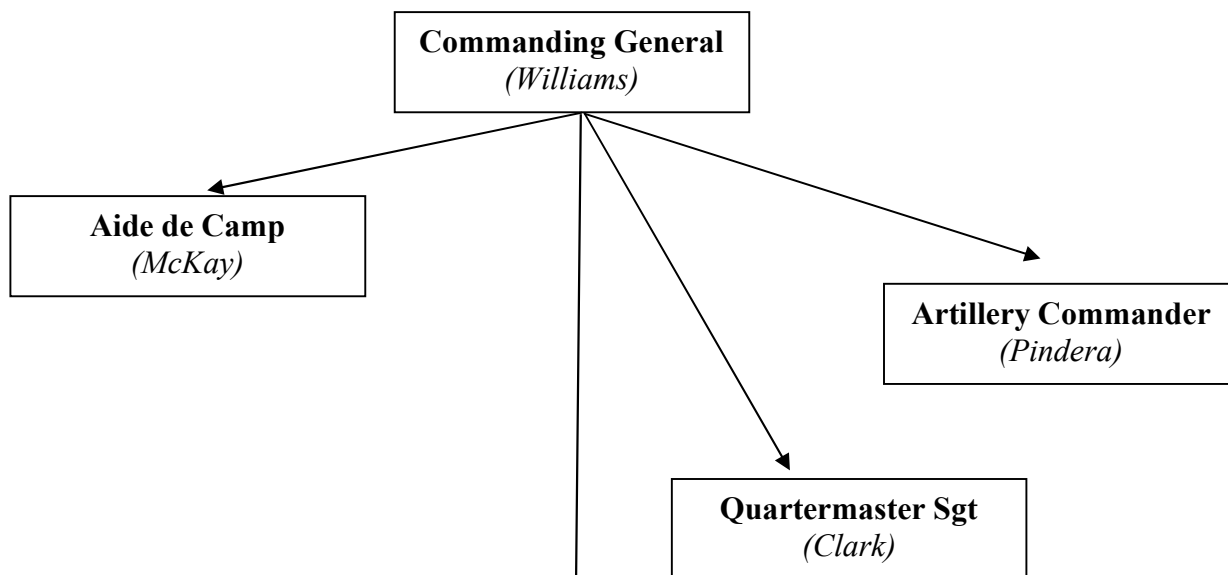
### The Naval Detachments

- Any Naval detachments operating on land, will be placed under the command of the CF Staff and be fallen in accordingly with the rest of the Battalion, in their proper position as the senior service
- Naval detachments operating on water will be under the command of separate Naval command, in cooperation with the land force commanders

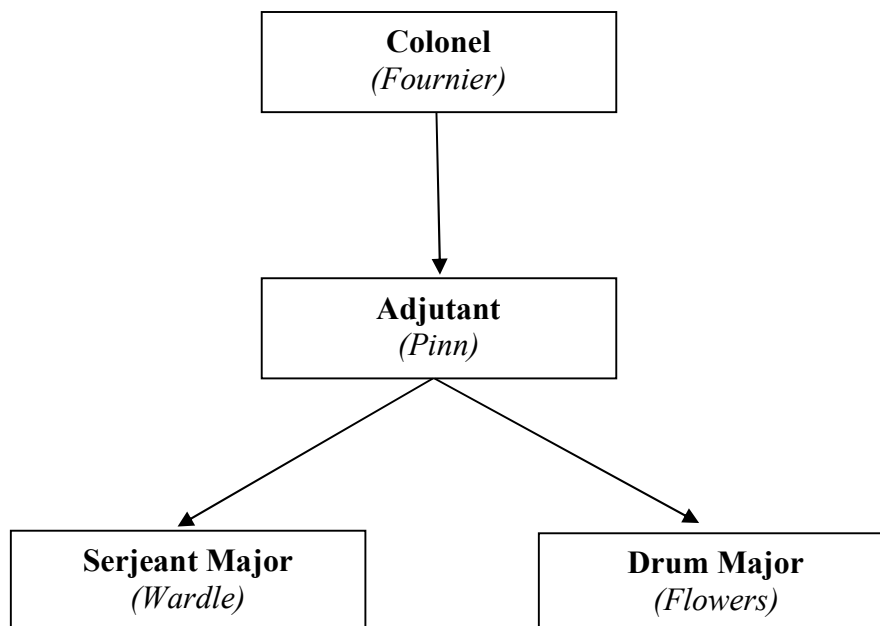
## Appendix I

### The Crown Forces North America Staff Command Structure

#### Brigade Staff



#### Battalion Staff



## Appendix II

### **Filling of Open Positions on the Staff**

It is at the discretion of the General Commanding and the Lieutenant Colonel to choose the individuals who will assume the various Staff roles that directly report to them. This is not done in isolation as it does involve a number of consultations.

For all positions with the exception of the General Commanding, a selection of staff, unit commanders, rank and file and, if appropriate, representatives of historic sites will be consulted on their views for the fit, demeanour, skill level and potential for growth of the possible candidates.

It has been an accepted practice that the succession plan for the General Commanding has been for the Lieutenant Colonel to assume that role once it has been vacated. The Lieutenant Colonel as second in command, frequently works and functions in that capacity and has developed the unique skills and experience required.

If a member of staff withdraws from active participation, the General Commanding and Lieutenant Colonel reserve the right to replace that individual.

### **Identifying Candidates for Open Positions**

In the event that a Staff Position becomes open, or the General Commanding feels a new position needs to be created, the following steps will be taken:

1. The Adjutant (or other Staff Officer if appropriate) will announce the position to be filled. This announcement will include the duties and expectations for the individual who will potentially fill the role.
2. Any interested candidates should approach their Commanding Officer and ask if they will support their application and nominate them for the role. They may then submit their name for consideration. They should include information on their re-enacting experience, capabilities, and why they would be best to fill this role. If the candidate is an Officer, they should seek the nomination of a senior corporate officer of their group or their senior Serjeant.
3. Depending on the number of candidates, interviews may be conducted to reduce the field. There may or may not be auditions from the final list of candidates giving them an opportunity to serve in the role. It should be noted that the Staff is constantly reviewing the performance of individuals in various roles, particularly through opportunities to serve in unique capacities.



4. Candidate pools are not limited to Serjeants or Unit Commanders. It may be the case that a member of Staff has an interest in an open position. It may also be the case that an NCO or Private may have an interest in a more junior staff role.
5. The candidate pool for the position of Lieutenant Colonel will be limited to serving Officers or individuals who have had the role of Officer in the past.
6. The Commanding General and/or the Lieutenant Colonel will select the person to fill the open position.

## Appendix III

### Compliments and Saluting

#### **General Rules:**

- No soldier is to ever pass an Officer without the simple Salute, whether dressed in Regimentals or not
- All inferiors salute **first** to their superiors
- Salutes and compliments are to be returned by Officers
- Hand salute is given on the side opposite of the Officer
- In garrison or encampment, due to the frequency of being met, a simple Salute of the cap or arms without halting and fronting is appropriate
- Toward the Serjeant-Major of the Regiment, the same marks of respect are to be paid as toward the Officers
- Toward all other Serjeants and Corporals, the greatest respect, but no salutes

#### **How:**

##### *Without Arms*

- Hand with back part upwards is carried out upon a line with the shoulder to the full extent of the arm. It is then brought slowly round with an extended arm until the hand touches the cap. A smart turn of the wrist, the inside of the hand is turned outwards with the back of the fingers touching the cap.
- When the honour has been completed, the hand is brought slowly back to its original position, and then dropped to the side.

##### *With Arms*

- When advanced, upon meeting Officers, left hand is carried across body with a smart motion to set the fuzee firm against the shoulder, and immediately brought back after passing.
- If arms are sloped, trailed or supported, they must be brought to the carry and held firmly in place with the right hand.

#### **When:**

##### *When Addressing an Officer*

- Without arms, raise the right hand to cap and then drop to the Attention position, raising it once more on leaving the Officer.
- With arms, Recover Arms first, then return to Carry Arms and only Recover again when parting with the Officer.

### *Sentries*

- All sentries are to Present Arms to all General and Field Officers, and a steady Carry Arms for all other officers (only when in uniform) when they are 10 paces distant.

Sources: *Standing Orders and Regulations for the 85<sup>th</sup> Light Infantry*. London: Military Library, Whitehall, 1813.

*General Regulations and Orders for the Army*. London: W.Clowes, 1811.

	Private				
	With Arms			Without Arms	
	Passing	Addressing	On Sentry	Passing	Addressing
<b>To NCO</b>	No salute, but respectful	Attention and shoulder	No salute, but respectful	No salute, but respectful	Attention
<b>To Serjeant Major</b>	Carry arms (at advance, bring arm across body to set musket into shoulder)	Recover arms at beginning and end of address	Carry arms	Hand Salute	Hand Salute at beginning and end
<b>To Officer</b>	Carry arms (at advance, bring arm across body to set musket into shoulder)	Recover arms at beginning and end of address	Present arms to Field Officers and above if in uniform; Carry arms for all others in uniform	Hand Salute	Hand Salute at beginning and end

## Appendix III

### Safety Regulations

The items laid out below are a close variation of the same used by Fort George (in Niagara-on-the-Lake, Ontario) for their events. We have found them to be an excellent guideline to consider in terms of your company's/group's/unit's safety guidelines.

#### **Tactical Demonstrations:**

- During any opposed sides demonstration, all weapons will not be deliberately aimed at “enemy” forces.
- No weapon is to be fired unless part of a scheduled approved demonstration except with the express permission of the site and the Commanding Officer.
- Firing will cease within a minimum of 25 metres of two opposed sides, and no closing with edged weapons is allowed.
- No objects or projectiles may be thrown at persons during demonstrations.
- No weapon is to be pointed or discharged towards or over visitors. Units must safety check all firearms at the end of a demonstration before leaving the demonstration area. All units must check their area or range for cartridges and other objects. Any misfires must be cleared under direction of unit commanders, in approved safety areas.
- No hand to hand combat is allowed, unless previously scripted and approved.
- All mounted units must keep their horses under control and secure at all times.
- Safety lines and public viewing areas will be established for events, and rope or other barriers will outline the demonstration area. Participants must not cross over into the public areas during demonstrations.

#### **Ammunition:**

- Weapons and ammunition must be safely and securely stored at all times.
- Cartridges should be made up prior to the event

- Any theft of ammunition must be reported immediately to site staff
- Only blank cartridges should be used. Cartridges for black powder muskets should not exceed 125 grains<sup>5</sup> of Ffg black powder. Paper cartridges must not use staples. They must be made in a correct historical manner.

#### **Equipment:**

- All equipment and accoutrements should be in good working and safe condition.
- All edged weapons must be sheathed on the field unless in use.
- Throwing of edged weapons is strictly prohibited.
- Powder horns may only be carried but can contain no powder, and must not be used for loading

#### **Firearms:**

- No member of the public may fire or have control of any firearm
- Flintlock weapons are to have flashguards, and frizzen covers.
- Ramrods may only be used in non-opposed sides demonstrations.
- No wadding is permitted in muzzle loading firearms, except cartridge paper in non opposed sides demonstrations.

#### **Artillery:**

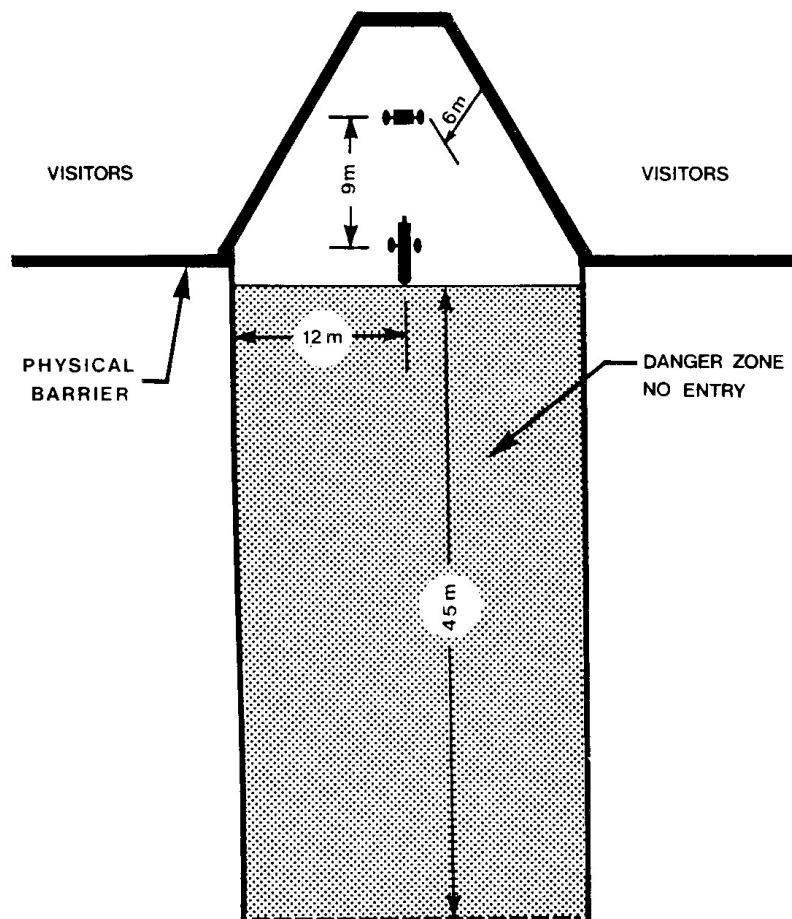
- Muzzle loading artillery guns must observe a five (5) minute delay between firing and introducing a charge in the muzzle of the gun. The crew must double worm and double sponge the gun with approved implements between each shot fired. Priming tubes, paper cartridges or friction primers are permitted for ignition.
- All muzzle loading artillery will make blank cartridges from aluminum foil, rolled and formed with a distinct top and bottom. A triple wrap of heavy duty foil is strongly recommended.
- Any guns that have misfires will remain in position until the situation is resolved. A misfire will end that weapon's use in a demonstration.

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<sup>5</sup> While Parks Canada has a maximum cartridge size of 125 grains, the recommendation of the Crown Forces North America is a maximum size of 100 grains.

- Any gun crews firing black powder will wear only natural fibre, long sleeved outer garments or full uniforms as protection.
- Earplugs or hearing protection is required.
- Any artillery must remain in positions as per a tactical plan and may not be moved when loaded.
- Artillery must not be fired within 50 metres of any opposed forces or while supporting infantry is forward of the gun muzzle within a 60 degree arc of the muzzle.
- Artillery, when intended to be fired, shall be placed twelve (12) metres in front of or to the side of the public. The area in front of the muzzle of the gun shall be kept clear of people for an arc of 60 degrees. (See attached range diagrams)
- Use of artillery is the responsibility of the gun crew and they must ensure that only trained personnel are involved in firing demonstrations.

### *RANGE FOR BLANK CANNON FIRING*



Scale: 1cm = 4m

## Appendix IV

### Officers' Company State (Template)<sup>6</sup>

State of \_\_\_\_\_ Company, \_\_\_\_\_ Regiment,  
on this day \_\_\_\_\_

	Serieants	Corporals	Privates	Absentees
Present and fit for Duty				
Sick in – camp - - -				
- barracks - -				
Officers in command -				
Musicians - - - - -				
Recruits not fit for Duty				
Camp Followers - - -				
Children - - - - -				
<b>Total Establishment</b>				

Signed \_\_\_\_\_

<sup>6</sup> In the absence of an Officer, Serjeants will provide both the Officer's Company State and the Serjeant's State.



Appendix V

Serjeants' State (*Template*)

*No.            COMPANY*

*REGT.*

**STATE**

<i>Men</i>	<i>Files</i>	<i>Paces</i>

Serjeants

Corporals

*on this day* \_\_\_\_\_

*Crown Forces North America*