

Marine Infantry Company



Standing Operating Procedure

Camp Pendleton, California
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Infantry Company SOP

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What is an SOP?

1. **An SOP standardizes routine, recurring procedures.** This standardization eliminates the need for lengthy recitation of these items in orders. It includes the organization, employment, support and coordination essential to the tactical operation of the unit and applies to all operations and to all organic and attached personnel.
2. **An SOP sets standards for evolutions.** Amounts, time requirements, and expected levels of proficiency are set by SOP and serve as training goals.
3. **SOPs serve only to establish coordination measures between subordinate elements of a command.** SOPs should be carefully written to avoid interfering with the command prerogatives of junior leaders. SOPs should allow subordinate leaders the latitude needed to carry out their tasks with initiative. An SOP is never an excuse for failing to act. Leaders at all levels change procedures as needed to accomplish the mission.
4. **An SOP is NOT a checklist.** An SOP is NOT a regurgitation of tactics, techniques or procedures. An SOP is NOT doctrine. Field Manuals should NOT be restated in an SOP. An SOP should NOT tell a commander HOW to do something, merely set the coordination conditions.
5. **The following acronyms and abbreviations are used throughout this SOP:**

Co	Company
CoGySgt	Company Gunnery Sergeant
CO	Commanding Officer
Intel	Intelligence
Co Log Train	Company Logistics Train

6. **The following terms are used throughout this SOP and are defined as follows:**

Deuce Gear	Individual combat equipment worn by Marines. Belt, suspenders or vest, and the attached pouches and canteens. As used in this SOP, does NOT include helmet and flak.
Separate Unit	A unit, other than an organic platoon, attached to the Co. This includes sections of Weapons Platoon that are detached from the platoon and attached directly to the Co. This does NOT include attachments to platoons.

Intel SOP

3 Mar 97

1. **The XO is the Co intel rep.**

2. **Standard tasks:**

- Liaise with Bn S2.
- Plan and debrief Co patrols.
- Supervise intel collection from Co units.
- Supervise distribution of Bn intel products to Co units.

Night Attack SOP

6 Mar 99

1. **The standard company night attack is a deliberate, supported, non-illuminated attack.** The Assault Element is (1) platoon, reinforced by the Assault Section. The Support Element is (1) Platoon, the Machinegun Section and the Mortar Section. The Reserve is (1) Platoon staged behind the PLD. See Figure 1.

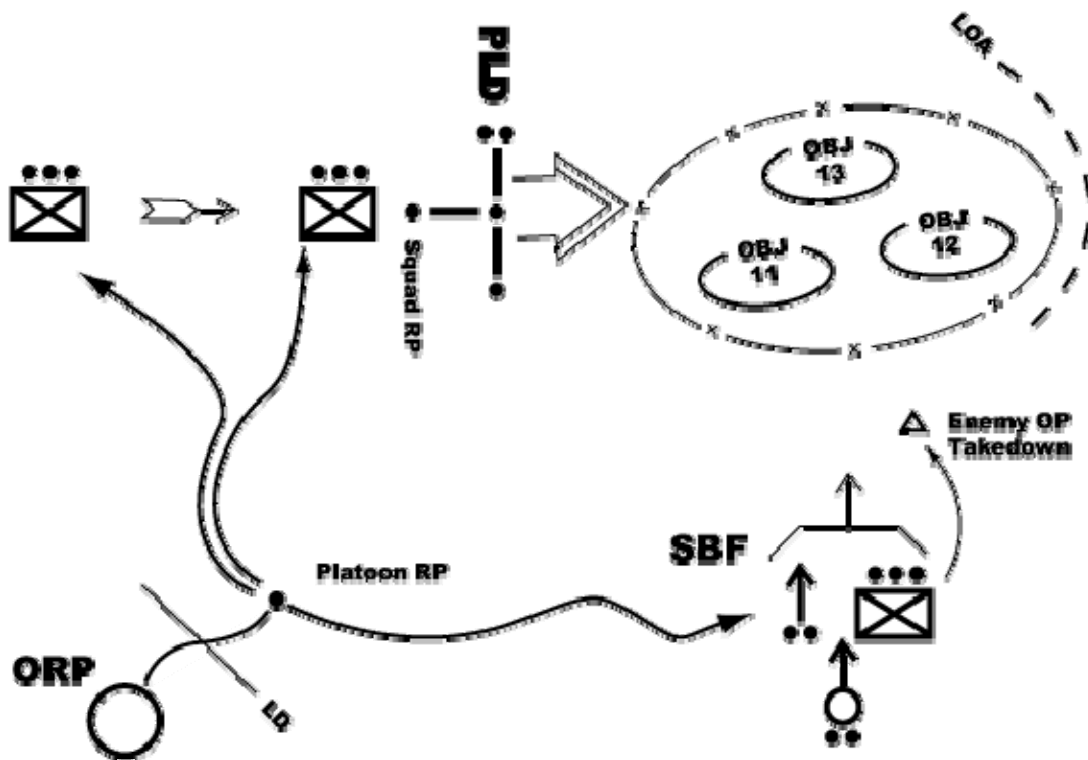


Figure 1. Deliberate, Supported, Non-Illuminated Night Attack Scheme of Maneuver.

2. **Planning and Reconnaissance are the pre-requisites for the deliberate night attack.** Surprise is essential. The Company needs to be *very well trained* in night operations and equipment to execute the above scheme of maneuver. The attack proceeds in four phases: Reconnaissance, Preparation, Movement, and Assault.
3. **Reconnaissance Phase.** One platoon is assigned as the reconnaissance element. The reconnaissance should be accomplished during daylight hours. Their tasks include:
 - a. Recon the enemy position. Report to the company:
 - (1) Positions: crew-served weapons, OPs, emplacements. Vehicles. Obstacles.
 - (2) Level of security. Patrolling activity.
 - (3) Night Vision Equipment.

(4) Recommendations for attack: Routes, Objectives, Flanks.

- b. Maintain surveillance on the objective. Report any changes. Reconnaissance element does NOT serve as guides nor help load the PLD.
- c. Prior to the assault, assemble behind the PLD as company reserve platoon.

4. Preparation Phase. Planning, orders, rehearsals.

- a. 10-man Leader's Recon. Platoon Commander, Squad Leaders, and (2) PLD Guides from each squad:
 - (1) Select and mark routes. Routes are marked with strips of white engineer tape on the left side of the route. Engineer tape is removed during final movement.
 - (2) Select Squad RP and PLD. Ideally, PLD is inside the enemy wire.
 - (3) One PLD guide from each squad (3 men) remains at PLD to establish PLD. PLD guides observe changes to enemy dispositions. One radio stays with PLD guides. *See Night PLD SOP.*
 - (4) Remaining PLD guides (3 men) secure the Squad RP.
 - (5) During leader's recon, Platoon Sergeants prepare and rehearse platoons in AA.
- b. Support Element and FST Leader:
 - (1) Plan fire support, targets, and missions.
 - (2) Plan illumination. All non-illuminated attacks should prepare to illuminate. If not needed, on-call illumination can be used during consolidation, especially to evacuate casualties. Illumination *behind* the objective can help align the attack.
- c. Based on the intel available, the objective is divided into multiple subordinate objectives and each of these is assigned to a specific assaulting unit. To minimize confusion, and aid in communications, *every man should know as much about the objective as possible.*
- d. Leaders plan movement, navigation, contingencies, responsibilities, and consolidation.
- e. Company executes Preparation for Combat Drill: Orders, Attachments, Rehearsals, Preparations, Camouflage, Equipment Check, Inspections, and Sleep. *A good rehearsal is more important than a good operation order.*
- f. The plan cannot be finalized until linkup is made with PLD guides at the PLD.

5. Movement Phase

- a. Company moves to Platoon RP. Movement is slow and silent. Plan should allow for

commander to adjust H-Hour as needed.

- b. Platoons move along marked route from Platoon RP to Squad RP. No flank security speeds movement.
- c. At Squad RP, squads link up with Squad RP guides. Guides lead squads up crawlway to load the PLD, link up with PLD guides, and initiate actions at the PLD. Squad order of movement is: PLD Guide, Squad Leader, Squad, and Assault Team, in single file. *See PLD SOP.*
- d. At the PLD, the PLD guides brief unit leaders on channelization problems, azimuth of attack, and any changes to the enemy situation.

6. Assault Phase

- a. From the PLD, platoons move forward on signal. On order, the support element opens fire. On order, the platoons open fire. Scattered enemy fire must not be taken as a loss of surprise, and it should not be the signal to assault. Marines wait for signal to open fire. An AT-4 or SMAW shot at an enemy crew-served weapon position is a good signal to open fire as it helps orient the assault. Another possible signal to open fire is a 203 illum round fired at a low trajectory *behind* the objective.
- b. Control of movement. On-line formation, even with reduced interval between men, is difficult to control. Wedge is good. Each assault platoon assigns a base unit to control movement. Reserve squad move in column behind platoon commander.
- c. Passive ID: Glint tape. Active ID depends on enemy NVG capability: Left and Right Flank of each platoon wears an IR Beacon or IR chemlite.
- d. Control of fires: Unit leaders fire 100% tracers, and use lasers to control fires. Voice commands are nearly impossible. Assault teams neutralize automatic weapons.
- e. Control of ordnance: Once assault starts, no grenades, no smoke, no flares, illum, or 203 signals.
- f. Consolidation at LOA is a platoon drill.

7. Wire Obstacles

- a. If possible, the PLD should be *inside* the enemy protective wire.
- b. PLD guides select penetration point and prepare to breach wire. When PLD is being loaded, guides silently breach wire and squad crawls through to establish PLD.
- c. If assault is discovered or if a silent breach cannot be made, a demolition breach is made. Squads need a **Speed Assault SOP** to cross a wire breach and rapidly transition to a linear assault: From a running column, lead team passes breach and fans left, next team fans right and last team fills the center.

8. Notes

- a. To minimize radio and voice command during execution, completion of each stage of preparation should be communicated using brevity codes. Leaders should carry radios.
- b. Control measures for night attacks should be linear terrain features (PLD) or intersections of two linear terrain features (Platoon, RP, Squad RP).

9. Basic Decisions for Night Attacks:

- a. Hasty versus Deliberate. Trading time for information minimizes surprises on the objective.
- b. Supported versus Non-supported.
 - (1) Non-supported has a better chance of surprise. For a non-supported attack, machineguns can be attached to the assaulting platoons. Machineguns can fire from the PLD. Machinegun tracer fire can be used to align the attack with overhead fire or along both flanks.
 - (2) Supported is difficult to set up, difficult to execute. Visibility of objective, enemy, and friendlies, even with NVGs, is uncertain. *See Night SBF SOP.*
- c. Illuminated versus Non-Illuminated. Illuminate the target if reconnaissance was poor, troops are not trained, if few NVGs are available, or if enemy illuminates first.
- d. Linear Assault versus Assault in Depth. If enemy has NVGs, is well emplaced and alert, linear formations are decimated. A linear assault is very risky when conducted under illumination.
- e. Indirect Fire. Indirect fire is difficult to adjust in the dark. Time of flight, especially for mortars, makes shifting and ceasing fire difficult. Plan targets on routes of egress.
- f. Active IR versus Passive IR. If enemy has NVGs, attack plan must strictly control use of active IR devices.
- g. Quiet versus Noisy (Preparation Fires). If surprise is desired, go quiet. When enemy first discovers attack, maintain silence for as long as possible. A noisy attack sacrifices surprise and used fire support to unnerve the enemy and deceive him, as to the point of attack. A noisy attack suppresses enemy observers and masks the sound of the assault elements moving into position.
- h. If the standard attack is a deliberate, supported, and non-illuminated, the next best option is the non-supported night attack with two platoons as the assault element, reinforced with machineguns at the PLD, and a large follow-and-support element to exploit.

Night PLD SOP

6 Mar 99

1. Platoon PLD guides install each Platoon's PLD 'T.' See Figure 1.

- The PLD MUST be perpendicular to the Azimuth of Attack.
- Depending on the company scheme of maneuver, one, two, or three platoon-sized PLDs are installed. The width of the Platoon PLD 'T' is normally 60 meters. The location of the Squad RP at the base of the 'T' is terrain and enemy dependent, but ideally should be less than 100m from the PLD.
- All chemlites are uni-directional, taped to be visible from only the friendly side. If colored chemlites are used, only the flanks are marked: RED on the left, GREEN on the right.
- The CoGySgt maintains (3) PLD kits. Each kit contains a 10-meter length of engineer tape for route marking, (5) IR chemlites, (1) red chemlite, (2) green chemlites, electrician's tape, (2) 30-meter lengths of comm wire or engineer tape, and (5) large nails.

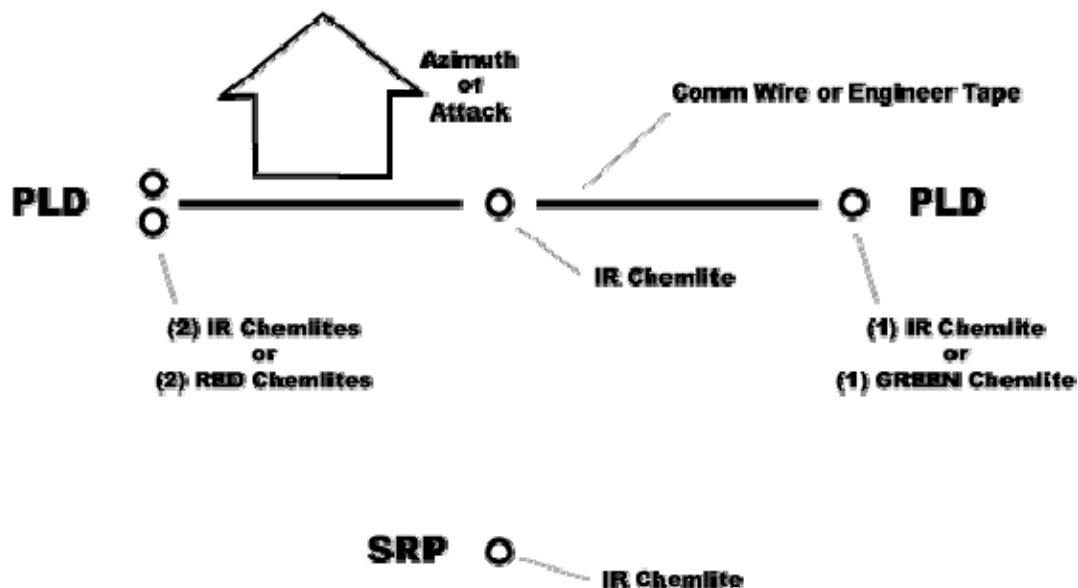


Figure 1. Platoon PLD 'T.'

- When the Platoon arrives at the Squad RP, Squad RP guides lead their squads from the Squad RP to the PLD. Loading the PLD is a Platoon SOP Drill. No voice commands are required.
 - 'V' or Crow's Foot Method. From the Squad RP, each squad crawls in column diagonally toward the PLD, led by Squad RP guide.
 - 'L' Method. Squad RP guide leads squad in column from Squad RP straight to PLD,

turns left (or right) and moves down wire in file. Squad then turns to face Azimuth of Attack. Guide wire can be laid from Squad RP to center of PLD.

- c. 60-meter Platoon PLD 'T' supports two squads on-line for a linear assault. Third squad deploys on right (or left) side of Squad RP as follow-and-support element. *See Figure 2.*

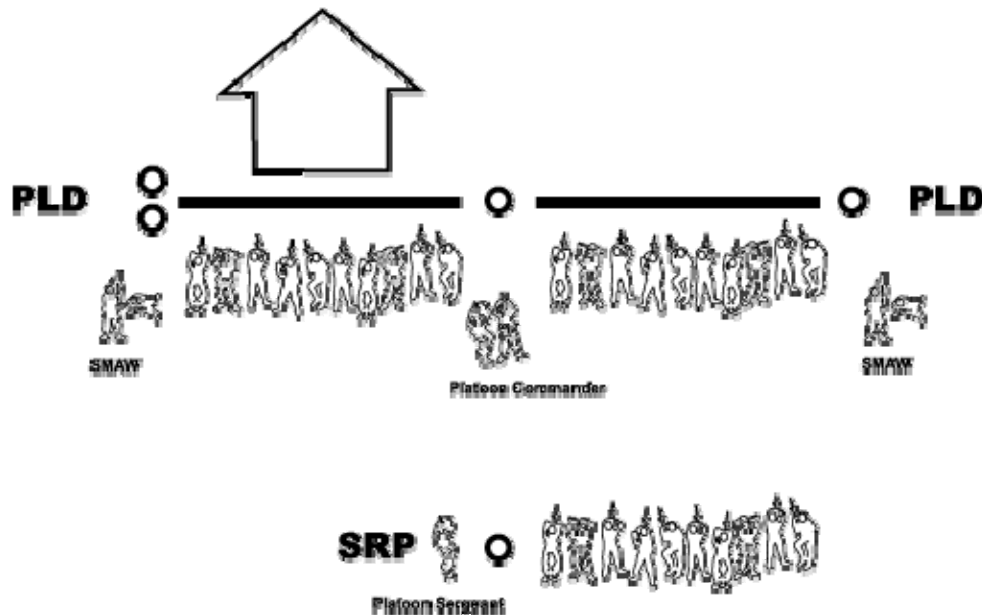


Figure 2. Loaded Platoon PLD.

- 3. **Actions at the PLD.** No voice commands are required.
 - a. All Marines: FIX BAYONETS. If not already at Condition 1, MAKE READY. Check NVGs.
 - b. Squad leaders confer with PLD guides. Update enemy information, notes on terrain. With compass, confirm Azimuth of Attack. Check men. Mark platoon flank men with IR Beacons.
 - c. When ready, Squad Leaders signal platoon commander, platoon commander passes brevity code for "PLD Loaded" to the company commander.

Night SBF SOP

6 Mar 99

1. **A deliberate, supported, non-illuminated night attack requires meticulous planning and precision execution.** Because of the difficulties involved and the individual training levels required, most commanders will opt for either an illuminated supported attack or a non-illuminated, non-supported attack. The following procedures apply to any SBF unit, from an infantry squad, to a machine gun section, to a supporting unit not organic to the company such as heavy machine guns, AAVs, or tanks. Multiple support elements can support separate platoon attacks.
2. **The support element plans and rehearses the SBF mission.** Mission planning needs to cover the following items:
 - a. **Location of SBF position.** Routes, guides, and terrain. Security.
 - b. **Reconnaissance of SBF position.** If possible.
 - c. **Azimuth of Fire.** Location of SBF position to location of objective. Every man should know this azimuth. Azimuth shift is also determined.
 - d. **Planned Fire.** Targets, weapons, ammunition, and duration. Use of tracers. Fire Commands. Signals.
 - (1) A machine gun squad, with a basic load of (800) rounds can only fire for (4) minutes at the rapid rate (100 rounds per minute per gun).
 - (2) A non-illuminated night attack should NOT use pyro for signals. It illuminates the assault element at the most dangerous time.
 - (3) The assault element should NOT use a whistle to communicate with a support element possibly 800 meters away.
 - (4) Indirect fire, from 60mm to CAS, can be controlled by either the support element or the assault element leader. Timing and marking need to be well planned.
 - e. **Contingencies.** Assault element in contact. Delays. Reinforcement and other missions. Support element unable to fire. Immediate illumination and transition to illuminated attack.
3. **The support element sets up the SBF position**
 - a. If possible, the support element should set up and site targets in daylight. Unit leader positions units, weapons, and additional ammunition. Insures security is posted.
 - b. **WITH A COMPASS, THE UNIT LEADER SITES EACH WEAPON ON ITS TARGET - ITS AZIMUTH OF FIRE.** The shift azimuth, if needed, is also sighted. Each man marks three points on the deck: the butt of his weapon, the muzzle when laid on the azimuth of

fire, and the muzzle when laid on the shift azimuth. Crew-served weapons with T&E mechanisms mark and record the azimuth of fire, azimuth of shift, and elevation.

- c. **Night Vision Goggles are not the answer! Thermal Sights are not the answer!** The support element may or may not see the objective. The support element may or may not see the assault element. Illumination, enemy or friendly, can blink goggles suddenly. Distance, fog, smoke, or vegetation can conspire to neutralize the advantage that NVGs provide. *Every mission must be planned as if the support element is going to fire blind.*
 - d. For visibility, the Assault Element is marked with IR Beacons on each flank. *See PLD SOP.*
- 4. **On signal, the support element opens fire.** The support element leader control fire with laser, tracers, and voice commands. The support element leader communicates with the assault element by radio. The support element leader observes the fire of the assault element, and the fire of the enemy, and adjusts his fire as needed.
 - 5. **On signal, the support element shifts fire.**
 - 6. **On signal, the support elements cease fire.**
 - 7. **Notes**
 - a. If time and the enemy situation permit, a daylight recon of the SBF position gives the unit leader information and time to solve problems that would be difficult to solve after dark.
 - b. Set up of the SBF position, and siting of the objective, is easiest if done in daylight. Time required, and risk of discovery, must be balanced against the more difficult option of setting up after dark.
 - c. Unless absolutely necessary, individual weapons should not be used on the SBF position. M249 SAWs can be mounted on tripods. Crew-served weapons with mounts and T&E mechanisms are best.
 - d. A good defilade SBF position requires well-trained machinegunners who can execute an indirect machinegun fire mission.

Infiltration SOP

10 Feb 99

1. **Squad movement is SOP for infiltrations.** The standard task organization for an infiltration divides the company into (15) separate units:

Co HQ (CO, FST, 1stSgt)	Plat HQ (REIN)	Plat HQ (REIN)	Plat HQ (REIN)
Co HQ (XO, Mort Sect)	1st Squad (REIN)	1st Squad (REIN)	1st Squad (REIN)
Co Support Element	2d Squad (REIN)	2d Squad (REIN)	2d Squad (REIN)
	3d Squad (REIN)	3d Squad (REIN)	3d Squad (REIN)

Regardless of the task organization planned for follow-on operations, during the infiltration, weapons platoon units are spread-loaded. This insures that at least some weapons units complete the linkup. Each rifle platoon is reinforced with (2) assault teams and (1) machinegun squad. Mortar section and weapons platoon HQ moves with the Co HQ.

2. **The standard scheme of maneuver is a three-lane infiltration, one lane per platoon.** Platoons are separated by distance, squads are separated by time. *See Figure 1.*
 - a. Ideally, lane boundaries converge on the linkup point.
 - b. Phase lines and checkpoints coordinate movement.
 - c. Co AA is Co RP.
 - d. Control measures within each lane: Platoon RP, Routes, and additional checkpoints, are planned by platoons and submitted to the CO.

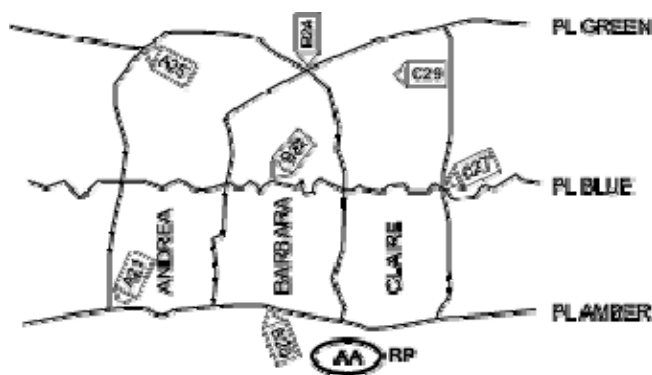


Figure 1. Infiltration Scheme of Maneuver.

3. **Standard Fire Support measures include RFLs along lane boundaries and RFAs around AAs and linkup sites.** Pre-planned targets are placed on known enemy OPs and positions. *See Figure 2.*

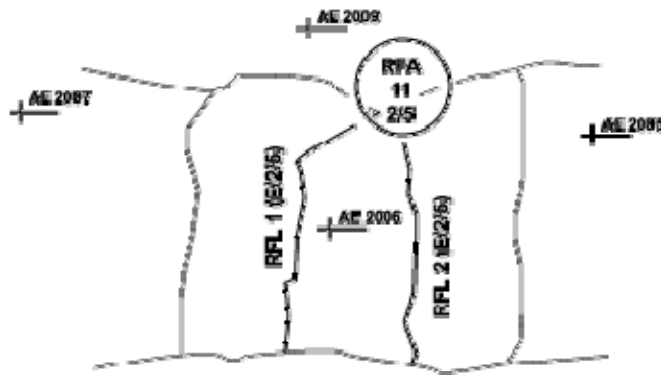


Figure 2. Fire Support Overlay for Infiltration.

4. Standard tasks for each platoon:

- a. Plan a route within your lane. All squads follow this one route.
- b. Plan a time schedule to separate squads.
- c. Select a platoon RP within your lane and release squads on schedule.
- d. Request additional pre-planned targets within your lane.
- e. Stationary Unit Platoon. Coordinate with Co. Your units must leave earlier than the rest of the Co to insure that the linkup site is established. Co HQ units move in your lane. Schedule these units behind your squads.

5. Standard Communications Plan is all (15) moving units on Co Tac 1. When radios are not available, some squads infiltrate without comm. See Linkup SOP for additional comm requirements for the Stationary Unit.

6. Standard Linkup is defined by Linkup SOP. See Linkup SOP.

7. For short-range infiltration, where infiltration is followed by exfiltration:

- a. Platoons keep same lanes for exfiltration.
- b. Packs are not carried, but staged at AA, which becomes linkup point for exfiltration.
- c. Co Support Element does NOT infiltrate, but remains at AA.

8. For long-range infiltration, additional planning needs to be done:

- a. Resupply Plan. Each Platoon carries an HLZ kit. Water can be foraged, ammunition cannot.
- b. Casualty Evacuation Plan.
- c. Vehicle Infiltration and Linkup Plan.

9. Infiltration order includes contingency plans for:

- a. Alternate linkup point / linkup point compromised. *See Linkup SOP.*
- b. Lead element in contact, tail element not started.
- c. Lead element successful, trail element in contact.

Defense SOP

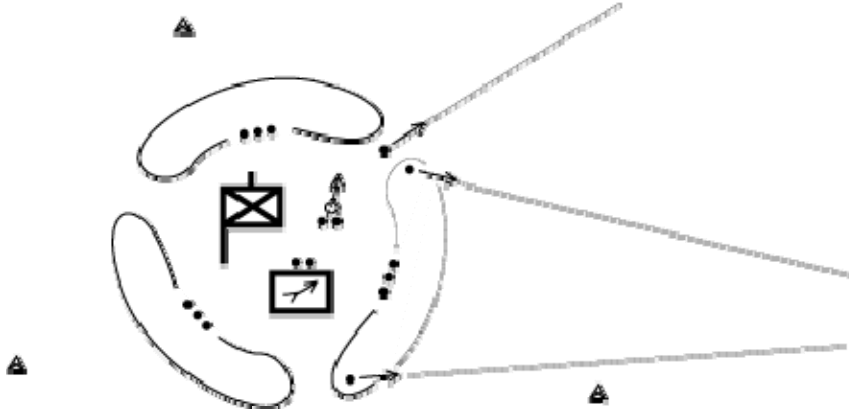
27 Feb 97

1. **Unit security is the responsibility of every unit commander.** Leaders at all levels establish procedures and standards for both active and passive defensive measures.
 - Active security measures include: OP/LPs, stand-to, security watch, and patrols.
 - Passive security measures include: Camouflage, movement control, and light, trash, comm, and noise discipline.
2. **Leaders at all levels establish procedures and standards for priority of work.**
3. **Adjacent units coordinate defensive boundaries—higher unit to lower unit, left unit to right unit.**
4. **Company Defensive Plan.** A platoon sector sketch is due to Co 3 hours after the conclusion of the OpOrder. Co CO creates a Co fire plan sketch. Sketch consolidates and assigns machinegun targets, supporting fires, and final protective fires.
5. **Final Protective Fire is controlled by the Co CO.** Standard signal is green star cluster.
6. **All illumination, including M-203 illumination, is controlled by Co CO.**
7. **Counterattack is controlled by Co CO.**
8. **Casualty collection point is Co CP. ‘Service Station’ resupply point is Co CP.**
9. **Any defensive position is also a bivouac.** Unit sleeping areas correspond to unit security areas. *See Bivouac SOP.*

Perimeter Defense SOP

3 Mar 97

1. **Standard perimeter scheme is as shown:**



2. **Each platoon maintains one 24-hour OP/LP.**
3. **Standard organization.** Weapons Platoon attaches the assault section to the company as the reserve. Weapons Platoon (-) remains in general support of the company.
4. **There is always a Co reserve.** Initially, the assault section is attached to the Co as the reserve. If deployed, another reserve is reconstituted from a rifle squad.
5. **Security patrols are run by the Co.** The reserve has the initial patrol, the reconstituted reserve the next. Patrolling units are briefed while on reserve in the center of the perimeter.
6. **Each platoon is assigned a sector:** 10 to 2, 2 to 6, and 6 to 10 on the clockface. When deploying from a column, the lead platoon covers 10 to 2, the middle platoon 2 to 6, and the rear platoon 6 to 10.
7. **The center squad of each platoon is assigned a narrow frontage.** When a squad goes into reserve or out on patrol, the left and right squad positions are occupied, and the center position covered by fire.

Manifest SOP

04 Mar 99

1. **Manifest procedures are identical for any type of transportation.** Manifest procedures are identical for any level of movement — strategic, operational, or tactical.
2. **From completion of movement order, manifest procedure takes 20 minutes.** Stick leaders are responsible for manifesting their sticks. New manifests are required prior to **ANY** movement even if multiple movements occur in one day.
3. **Squad leaders and above will carry a minimum of (10) Index cards to manifest Marines.**
4. **Manifest cards will be formatted as follows:**
 - a. “Serial Number” corresponds with the Serial Assignment Table. Company serials are 2200 to 2299.
 - b. “Stick Size” corresponds with the number of Marines assigned to the stick on the Serial Assignment Table.
 - c. “+/-” designates personnel that are added to or removed from the original stick.
 - d. “Total” refers to the final number of personnel traveling in the stick.
 - e. Individual information is last name, rank, last four digits of SSN, and blood type.

Serial Number	Planned Stick Size		New Total Stick Size
2202	12 - 6 = 6		
Johson	Cpl	6789	O+
Mulhada	LCpl	2343	O+
Smith	LCpl	3522	A-
Chang	PFC	6512	O-
Goldman	LCpl	9503	O+
Matregrano	Pvt	6683	A-

Index Card

Name, Rank, SSN, Blood

5. **The Co 1st Sgt is the MACO (Marshalling Area Control Officer) for all movements.**
6. **The Manifest Card will be handed to the MACO immediately prior to movement.** No one moves until the manifest has been completed.

Helicopter SOP

09 Mar 99

1. Helicopter procedures aboard ship parallel procedures ashore.

2. Preparation. Stick Leader's Drill:

- Brief Stick- Review Signals and Drill.
- Remove soft covers, helmets on, hearing protection in.
- Check gear
 - Nothing loose
 - Radio antennas down
 - Deuce gear and flaks are unbuckled for overwater flights
- Weapons are unloaded, condition 4/ no bayonets.
- Manifests due to MACO.

3. Boarding procedure for ship or secure LZ:

- Heliteam leader is signaled aboard by crew chief. If not signaled, heliteam leader waits until the ramp hits the deck before approaching the helicopter.
- Heliteam moves in column to aircraft.
 - Weapons are unloaded, condition 4.
 - Antennas are down.
 - Deuce gear and flaks are unbuckled.
- Heliteam leader stands at ramp and counts Marines aboard. Marines load helicopter from front to rear, leaving front right seat open for heliteam leader. Marines place rifles between knees, barrels down. Crew-served weapons are stored under the seats. Once each Marine is buckled in, he gives the thumbs up signal.
- Heliteam leader boards last, checking Marines. Leader passes manifest to crew chief or pilot and passes the thumbs up signal.

4. Boarding procedure for an unsecure LZ:

- As helicopter lands in unsecure LZ, security team moves into overwatch position, and signals heliteam leader.
- Heliteam leader loads unit as described above. Security team is last to load. Weapons are unloaded once aboard the helicopter.

5. Procedures enroute to objective:

- Heliteam commander checks ICS and ensures communication with aircraft crew.
- Heliteam commander observes ground, communicates with pilot.
- As helicopter approaches LZ, heliteam leader signals with magazine, "Load." Rifles and SAWs load—condition. M203s and crew-served weapons are NOT loaded.

6. Procedures for debarkation

- Heliteam leader exits first. Marines follow in column. Standard drill is “Follow me and do as I do.” Heliteam leader moves away from helicopter, then stops for short security halt. Unit avoids bunching up. M203s and crew-served weapons load at halt.
- When helicopter departs, heliteam reorganizes and continues the mission.

7. For helicopter movement, even for MedEvac, a manifest is always completed.

See Manifest SOP.

Pickup Zone SOP

10 Feb 99

1. **Pickup Zone Plan shows diagram of zone, aircraft formation, staging arrangement of sticks, bump plan, and LZ control frequency.** See Figure 1. Depending on type of Pickup Zone, ITG does not need to be complex. No ITG is needed on established airfields. Expeditionary airfields or established LZs require minimal ITG - Signal panel and Smoke.
2. **Pickup Zone layout and sequence should mirror Insert LZ.** Easiest ground coordination is fewer birds in multiple waves.
3. **LZ Control Frequency is needed for coordination with aircraft.** Separate frequency minimizes traffic on company TAC and squadron common. Because helicopters do NOT have SINCGARS, frequency should be single channel, non-hopping VHF.
4. **Pickup Zone Control Officer (PZCO) is Co XO. Marshaling Area Control Officer (MACO) is 1stSgt.**
5. **Stick leaders are billet holders.** Sticks will be bracketed so the first and last man on the aircraft is a leader. In the dark, stick leaders will wear IR chemlites.
6. **The HWSAT and bump plan needs to be planned ahead with the squadron.** The bump plan includes the prioritized minimum sticks for mission GO / NO-GO, as well as provisions for multiple aircraft NOT arriving.
7. **Aircraft should be marked with chemlites in the windows as per SOP.** Crew chiefs should know what sticks are boarding their aircraft.

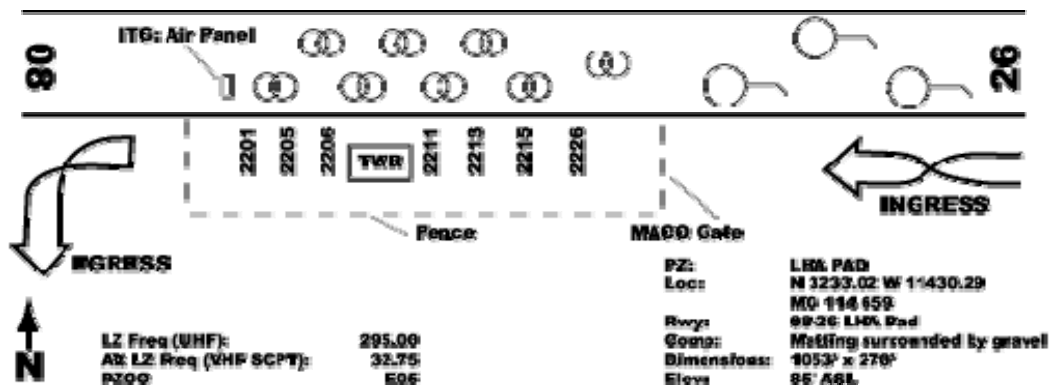
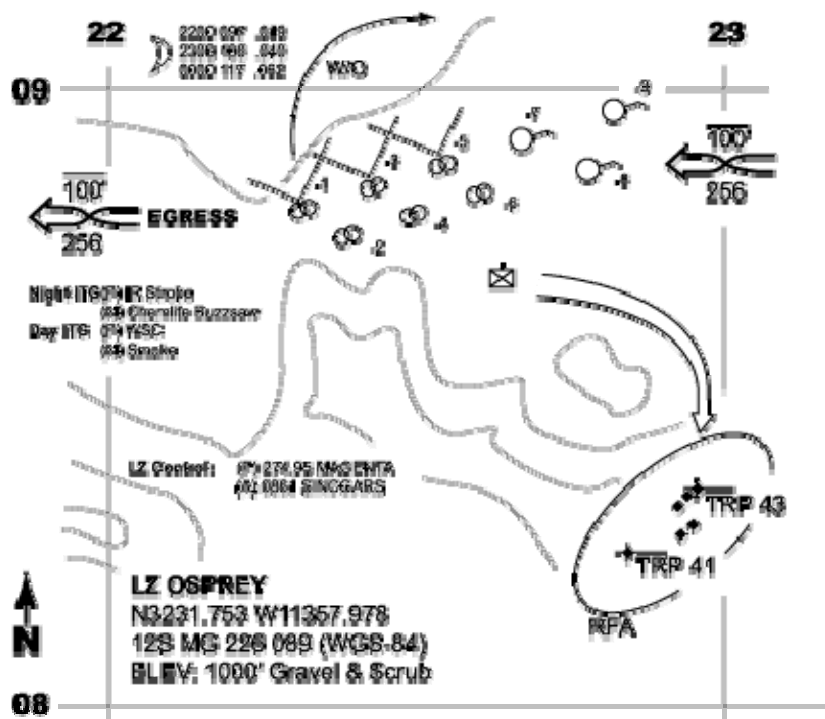


Figure 1. Pickup Zone Diagram.

Insert LZ SOP

31 Mar 99

1. **Insert LZ needs to be planned with the Aviation Combat Element (ACE)**
 - Standard Map / Datum
2. **Make coordination with Assault Flight Leader (AFL) and Escort Flight Leader (EFL):**
 - Fire Coordination
 - Target Reference Points (TRPs)
 - Restricted Firing Lines (RFLs) / Restricted Firing Areas (RFAs)
 - Transition of control of fires from EFL to Forward Air Controller (FAC) on ground
3. **Actions 5 minutes from zone: Gear check**
 - Load (Condition 3)
 - Night Vision Goggles
 - Chemlites / Illumination
 - Radios
4. **Actions on Landing:**
 - Make Ready (Condition 1)
5. **Insert Zone Diagram:**
 - LZ Symbol is a triangle
 - LZs are named for birds (See Bn SOP)
 - Alternate LZs require the same planning detail as primary LZ



Extract Zone SOP

7 Mar 99

1. **Each platoon maintains a unit trained in helicopter landing zone procedures.** Co maintains (4) HLZ Kits, each containing (1) air panel, (12) standard chemlites, (12) IR chemlites, (12) ties, and (12) large nails. Each platoon carries an IR beacon at all times. *See Unit Equipment.*
2. **Ideally, helicopter extract is planned in detail, in advance.** Minimum plan includes:
 - a. **Grid**
 - b. **LZ Control Freq.** A separate freq – not Co Tac, not squadron common. VHF single channel, non-hopping. Helicopters have limited SINCGARS. If UHF is primary, have a VHF freq as alternate. Callsigns.
 - c. **Number of waves. Number of birds per wave.** Formation. At night, extract by division rather than all at once. “Less aircraft, more waves” is easier for ground forces to coordinate. Less tactical, less preferred by squadron, but in the end, less delays.
 - d. **ITG.** Distant and near. What will the pilots see on the ground?
3. **LZ Control Officer.** The LZ Control Officer coordinates the extract. He has the grid, a radio set to the LZ Control freq, the number of birds expected, and the ITG plan. The LZ Control Officer sets up the ITG in the extract LZ. For a hasty extract, if no planning was done, or if the plan has changed, the LZ Control Officer passes a complete landing zone brief to the inbound flight. The LZ Control Officer CANNOT be the MACO. When the unit is in contact with the enemy, and the FAC is controlling CAS, the LZ Control Officer CANNOT be the FAC. The LZ Control Officer is extracted in the last bird of the last wave. This gives him a chance to pull up and retain all ITG markings.
4. **ITG.** Each extract needs **one** method of distant ITG and **one** method of near ITG. Although radio makes coordination simpler, the no-comm plan is to extract using ITG only. The following ITG techniques are listed in order of preference.
 - a. Night ITG
 - (1) Distant. *See Figure 1.*
 - IR Beacon. Preferably, a programmable Phoenix beacon which emits a code that the pilot can confirm.
 - Laser Pointer ‘Rope.’ A laser pointer, held vertically, drawing circles in the sky.
 - IR Chemlite ‘Buzzsaw.’ A chemlite tied on a string, looped continuously on a 6-foot arc.

- White flashlight inside an M203 tube.

(2) Near

- Chemlite 'T.' See Figure 2. 'T' is landing point of first helicopter. Helicopter lands nose into the wind, so that the 'T' is readable. Additional landing points can be marked with a cross. IR chemlites are best. If no IR chemlites are available, use (2) colored chemlites taped together at each position. Red is more visible than blue or green. All chemlites need to be doubly secured to the deck to prevent scattering under rotor wash. See Figure 3.
- Smoke, which is visible to pilots with NVGs, CAN be used on clear nights.



Figure 1. Night Distant ITG Techniques.

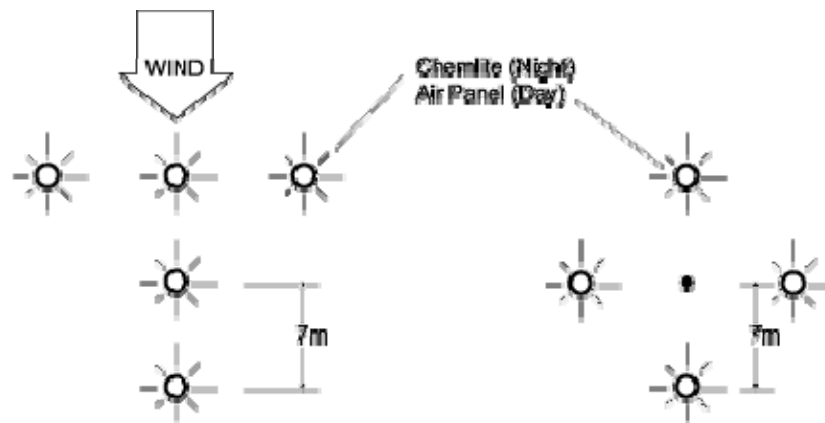


Figure 2. Primary Landing Point **Wind 'T'** and Secondary Landing Point **Cross**.

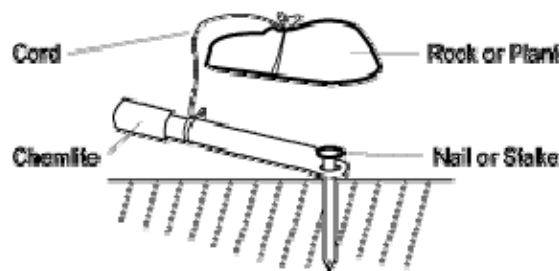


Figure 3. Detail of doubly secured chemlite marking.

(3) Notes on Night ITG

- Red lens flashlights will not be used when working with aircraft because they interfere with the pilot's NVGs.
- Passive ID is recommended for Marines on the ground. Glint tape on helmets, IR chemlights on stick leaders.
- Obstacles can be marked with IR chemlights. Brief pilots completely as to meaning of markings.

b. Day ITG

(1) Distant

- Hand-held flare
- Signal mirror

(2) Near. Both air panel and smoke are usually understood to be exact landing point for the first bird.

- Air panel. Attach (6) cords to air panel for tie-down purposes. If available, use multiple air panels to form a wind 'T.' See *Figure 2*.
- Smoke. Do not announce color. Have pilot confirm color.

5. **Aircraft Coordination.** For a well-planned extract, there are many actions that the squadron can take to improve coordination.

- a. Chemlights taped in aircraft windows. See *Figure 4*. For 53s the window directly aft of the crew chief's door works well. Air Force 53Js have an illuminated marquee to flash the stick number from the window.
- b. Crew chief should be fully briefed on the extract plan, including changes, so they can coordinate with stick leaders in the extract zone.

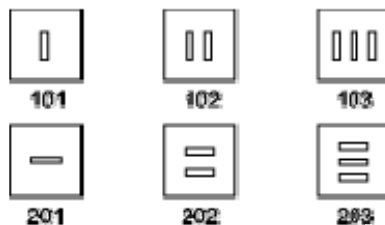


Figure 4. Helicopter Window Markings.

Non-Tactical Foot March SOP

10 Feb 99

1. Standard Task Organization for Co Non-Tactical Foot March is as follows:

Company	Co CO
Co CP	
QP/RP	Co XO
Co Log Train	CoGySgt
Road Guard det	Assigned
1st Platoon	Plat Cmdr
2d Platoon	Plat Cmdr
3d Platoon	Plat Cmdr
Weapons Platoon	Plat Cmdr
Rear Party det	Does not hike

2. Non-Tactical Foot March OpOrder.

- The minimum OpOrder includes only a start point and a start time.
- Paragraphs 3, 4, & 5 include only those instructions not covered by the following SOPs:
 - *Non-Tactical Foot March Execution — Paragraph 3 SOP*
 - *Non-Tactical Foot March Administration and Logistics — Paragraph 4 SOP*
 - *Non-Tactical Foot March Command and Signal — Paragraph 5 SOP*

Non-Tactical Foot March Execution — Paragraph 3 SOP

10 Feb 99

1. Standard concept of operations is a strip map.

- Route is NOT marked.
- Guides are NOT used.

2. Standard Tasks.

- QP/RP is the abbreviation for *Quartering Party / Route Reconnaissance Party*. The standard quartering party executes the route reconnaissance, even when no quarters are required. *See Quartering Party SOP. See Route Reconnaissance SOP.*
- Co CP. Report progress of movement to Bn.
- Road Guard det. Provide two pairs of Marines as forward and rear road guards. Road Guards act as air guards and provide forward and rear security during movement and breaks. Provide pair of Marines to collect stragglers. *See Guide & Road Guard SOP.*
- Co Log Train. Resupply water at each halt. Evacuate emergency casualties.

3. Standard Coordinating Instructions.

- Standard Schedule

H-2 00 QP/RP departs. CoTac1 is activated. QP/RP reports collected.

H-0 10 All Stations radio check on CoTac1. Radio check on BnTac1.

H-0 02 *Fall in. Report. Post.*

H-Hour *Forward, march. Route step, march.*

- Cold Start. In the field, Co takes 20 minutes to go from a cold start, in the dark, sleeping in bivouac, to start moving on foot.
- Formation. The standard movement formation is a column of twos, a *route column*. Units are separated by 5 meters.
- Initial Order of March. QP/RP is forward. Main body is organized as follows:

Road Guard det - Forward

Co CP

Weapons Platoon

1st Platoon

2d Platoon

3d Platoon

Road Guard det - Rear

Log Train

Attached units, when present, fall in after 3d Platoon.

- Rotation Plan. There will be no rotation of units for non-tactical foot march.
- Standard Equipment. Deuce gear, pack, T/O weapon, & crew-served weapons. Helmets and flaks are carried. Pack contents are defined by foot march order. *See Combat Load SOP.*
- Security Plan. Road Guards are forward security, rear security, and air guards.
- Halt Plan. After 50 minutes of movement, Co rests for 10 minutes. Meals and Longer rest periods are ordered by the Co CO.
 - Water Resupply occurs at every halt.
 - Marines rest with their feet elevated. Unit leaders supervise halt activities. Corpsmen treat casualties.
- Standard Rates of March. Co executes non-tactical foot march at:
 - 4 kph on level unimproved roads. 8 hours @ 4 kph = 32k.
This is slower cross-country, in bad weather, with reduced visibility, or at night.
 - 5 kph for a *Forced March* on level unimproved roads.
Marine Corps MCCRES Standard is 8 hours @ 5 kph = 40k.
 - 8 kph for one hour for a *Speed March* on level unimproved roads.
Speed March includes no crew-served weapons and no packs.
- Weapons Condition. All Weapons are unloaded, condition 4.

Non-Tactical Foot March Admin and Logistics — Paragraph 4 SOP

10 Feb 99

1. Standard administration procedures:

- Accountability Plan. When Co falls in to report, all units provide 1stSgt with personnel counts. 1stSgt reports to . Informal counts are provided to 1stSgt at all halts.
- Rear Party Plan. Marines not marching are assigned to the rear party det. Rear party det is formed under a single commander and reports directly to the Co CO. Rear party falls in with Co, reports to 1stSgt, then stands fast as Co moves out.
- Straggler and Drop Plan. Platoons and separate units do not recover stragglers. Road guard det executes sweep mission to police all stragglers. Stragglers who finish after the established cutoff time are drops. The standard for drops is 3%, the MCCRES standard.
- MedEvac Plan. Co has no MedEvac capability. Emergencies are evacuated by Log Train.

2. Standard logistic procedures:

- Water Resupply. Co Log Train executes ‘tailgate’ resupply at every halt. Vehicle moves up length of column from rear to front, dropping water jugs with guide of each platoon and separate unit. On moving out, units bring water jugs forward to drop with vehicle, now parked at head of column. *See Water SOP.*
- Meal Resupply. When directed, Co Log Train executes ‘tailgate’ resupply of MREs as described above.
- Quartering Plan. When directed, quartering party arranges for billets at destination. *See Quartering Party SOP.*
- Gear to be transported
 - For temporary displacement, specific unit equipment, usually radios and optics, is transported. Selected individual equipment is transported if vehicles are available.
 - For long-term displacement, all unit equipment is transported, including armory and Co office equipment. Individual gear, such as seabags, WP bags, sleeping bags and weather gear is transported if vehicles are available, or transported separately by a supporting unit.
- Vehicle Plan
 - All vehicles move at the rear of the march column, behind the rear road guards. At night, vehicles stay well back from the march column so headlights do not ruin the night vision of marchers.
 - Mark disabled vehicles with an open hood. Driver stays with vehicle. *See Bn SOP.*
 - Vehicles are marked. *See Bn SOP.*

Non-Tactical Foot March Command and Signal — Paragraph 5 SOP

10 Feb 99

1. Standard Signal procedures:

- Comm Plan. Only three stations, Co CP, QP/RP, and Co Log Train are required to maintain comm on CoTac1. Any additional units moving separately from the main body also maintain comm on CoTac1. No units in the main body *require* any radios.
- Messengers and signals are used for communication within the main body. Control measures and movement progress is not passed between Co units in the main body.
- Standard Co serial is 2200. *See Unit Identification SOP. See Bn SOP.*
- Serial commander, normally Co CO, reports control measures and movement progress to Bn. *See Bn SOP.*

2. Standard Command procedures:

- Co CP is located at the head of the column.
- Co CP maintains comm with Bn. *See Bn SOP.*

Non-Tactical Foot March Order SOP

6 Mar 99

GAMBUT

17 1600R DEC 99

OpOrder

Task Organization

SOP

1. Situation. Road is good, weather is clear. Nearest EN is 58k away. Bn is in billets at BIR EL GUBI.
2. Mission. At 0600 tomorrow, company conducts non-tactical foot march to BIR EL GUBI IOT rejoin the Bn.
3. Execution
 - a. Concept of Ops. Main body departs 0600. Follow route CHARLIE for 32k (See strip map). Estimated arrival 1500.
 - b. Tasks
 - (1) QP(RP): **SOP**
 - (2) Road Guard Det: **SOP**
 - (3) Co Log Train: **SOP**
 - c. Coordinating Instructions
 - (1) Schedule:
Formation: **SOP**
Time at SP:
Time at RP:
 - (2) Order of March: **SOP**
 - (3) Gear to be carried:
 - (4) Gear to be transported:
 - (5) Security Plan:
Security and Air Guards: **SOP**
Actions on Enemy Contact: **SOP**
 - (6) Halt Plan: **SOP**
 - (7) Rotation Plan: **SOP**
 - (8) Straggler and Drop Plan: **SOP**
 - (9) Rate of March: **SOP**
 - (10) Casualty Plan: **SOP**
 - (11) Quartering Plan: **SOP**
 - (12) Rear Party Plan:
4. Admin and Logs
 - a. Accountability Plan: **SOP**
 - b. Meal Plan:
 - c. Resupply Plan: **SOP**
 - d. Vehicles and Disabled Vehicles **SOP**
5. Comm and Signals
 - a. Comm Plan: **SOP**
 - b. Location of CP: **SOP**
 - c. Assigned Company Serial: **SOP**

Movement to Contact SOP

10 Feb 99

1. **Standard Company formation for Movement to Contact is a *tactical column*.** Standard movement technique is *traveling overwatch*.

2. **There are eight (8) Company-level SOP Drills for Movement to Contact:**

I. **Transition Drill.** Transition from Route Column to Tactical Column:

a. Units Prepare:

- Helmets and flaks go on.
- Weapons are loaded, Condition 3.
- Road Guard Det dissolves, Marines attach back to units.
- All radio nets are activated, radio checks occur.
- If possible, packs are dropped and staged.

b. Units Move:

- Weapons Platoon remains intact, freezes in place.
- FST forms on Co HQ.
- Rifle Platoons move into positions shown in *Figure 1*.

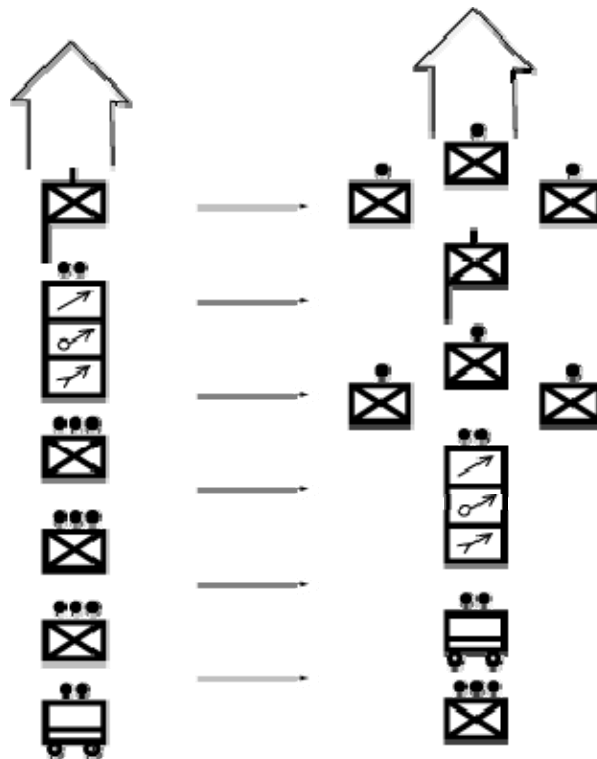


Figure 1. Transition from Route Column to Tactical Column.

- II. **Traveling Overwatch Drill.** Center Platoon, moving behind lead platoon, establishes overwatch on lead platoon, maintaining distance and deployment so as to always be able to support lead platoon by fire if lead platoon is suddenly engaged.
- III. **Bounding Overwatch Drill.** Lead platoon and center platoon alternate leap frogging each other, each platoon stopping to establish a position from which to support the other platoon's movement forward. Remainder of column follows in trace. *See Figure 2.*

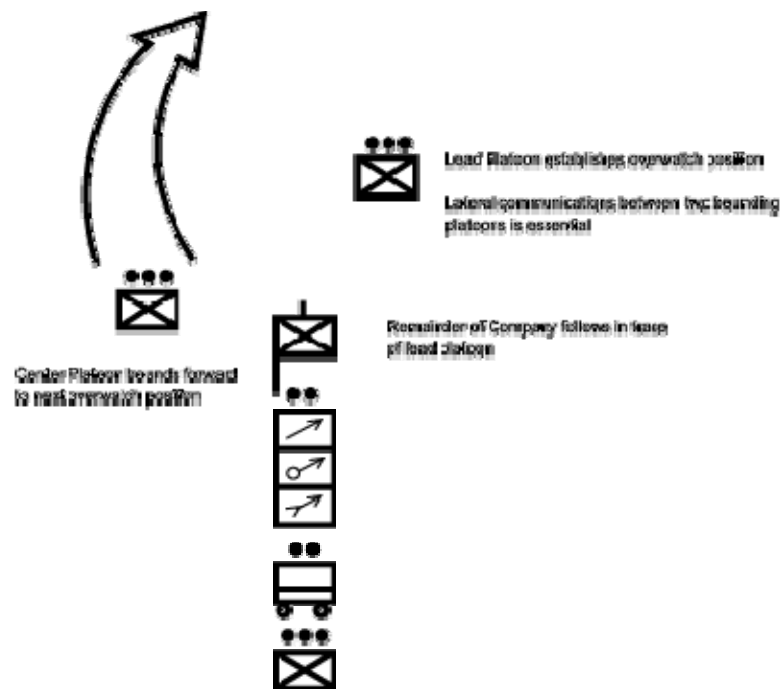


Figure 2. Bounding Overwatch Drill.

IV. **Contact Front Drill.**

- Lead platoon immediately returns fire and deploys IOT fix enemy.
- Lead platoon reports, using clock method. "Contact Front! Enemy squad at two o'clock, 600 meters!"
- Mortars set up. Machineguns reinforce lead platoon. Assault section secures mortar position.
- Center platoon deploys IOT prepare for left or right flank hasty attack.
- Co HQ move up to lead platoon.
- Rear platoon moves up and stands by as reserve.

V. **Contact Left (or Right) Drill.** Same Drill as Contact Front, except:

- Center platoon executes steps **a.** & **b.**, above.
- Lead and rear platoons execute step **d.**, above.

VI. Fix and Suppress Drill

- a. After contact, order is passed, “Fix and Suppress IOT allow FOF to bypass!”
- b. Platoon in contact adjusts mortars onto enemy. Machineguns engage.
- c. Remaining two platoons stand by to engage.

VII. Bypass Drill

- a. After contact, order is passed, “Bypass Left (or Right)!”
- b. Platoon in contact fixes and suppresses enemy position.
- c. If needed, platoon in contact adjusts mortars onto enemy. Machineguns engage.
- d. Rear platoon moves up to center platoon position. Company moves out.
- e. Platoon in contact, and weapons sections if engaged, rejoins column as rear platoon.

VIII. Hasty Attack Drill

- a. After contact, order is passed, “Hasty Attack! Envelop Left (or Right)!”
- b. Left (or Right) platoon deploys to envelop enemy position.
- c. Platoon in contact open BOF with machineguns, mortars and organic weapons.

3. The Rifle Company, as advance guard of a battalion-level movement to contact, would move 1 to 2 kilometers in front of the battalion. *See Battalion Movement to Contact SOP.*

4. Notes

- a. The purpose of a Movement to Contact is to gain or maintain contact with the enemy. Usually, the enemy situation is vague.
- b. There are four principles of a Movement to Contact:
 - Make contact with the smallest possible unit. This maintains freedom to maneuver.
 - Rapidly develop combat power against the enemy found.
 - Maintain all-around security at all times.
 - Take action only to support the Scheme of Maneuver and unit mission.
- c. The scheme of maneuver for a Movement to Contact consists of:
 - An axis of advance
 - A march objective
 - Checkpoints to coordinate units
 - Phase lines to coordinate units
 - A fire support plan

Route Reconnaissance Party SOP

11 Mar 97

1. **Any Marine or unit can be assigned to a route reconnaissance party.** Any type of movement—foot, vessel, vehicle or aircraft, may require a route reconnaissance. The route reconnaissance party is formed under a single commander and reports directly to the Co CO.
2. **Standard Tasks:**
 - Recon proposed route. Confirm control measures.
 - If directed:
 - Mark route. *See Bn SOP.*
 - Emplace guides. *See Guide & Road Guard SOP.*
 - Report route changes. Update strip map.

Quartering Party SOP

3 Mar 97

1. **The Quartering Party is composed of one Marine from each platoon and separate unit.**
The Quartering Party is led by the Co XO and reports directly to the Co CO.
2. **Standard Tasks:**
 - Move in advance of the company. Find and establish company quarters consistent with security requirements: tactical position, assembly area, bivouac, or billets.
See Bivouac SOP.
 - Establish security plan. Assign unit responsibilities.
 - Establish and mark unit areas.
 - Establish Head, Water, Mess, and Trash points.
 - On arrival of main body, guide units from Release Point to quarters. *See Guide SOP.*
 - On arrival of main body, brief Co CO and unit leaders on unit responsibilities.
3. **Co maintains Quartering Party Kit.** Kit includes (24) colored tags, (24) chemlights, (96) feet of comm wire, and (96) feet of engineer tape.

Guide & Road Guard SOP

3 Mar 97

1. **Any Marine or unit can be assigned to a guide det.** Guide det is formed under a single commander and reports directly to the Co CO.
2. **Guides are employed in pairs.** The minimum equipment for each guide team includes a flashlight and a chemlite. Radios, maps and compasses are provided when required.
3. **Standard Tasks:**
 - From assigned positions, inform passing units of correct route or other information.
 - Report unit traffic to guide det commander. Guide det commander reports to Co CO.
 - When directed, act as road guards.
4. **Road Guard det is a guide det with a specific road guard mission.** Road Guard minimum equipment includes reflective vest, flashlight and chemlite for each Marine.
5. **Co maintains Guide & Road Guard Kit.** Kit includes (12) chemlites, (4) reflective vests, (4) whistles, and (48) feet of engineer tape.

Route Plan SOP

27 Feb 99

1. **The standard route plan consists of an overlay sketch and a route table.** See Figure 1. When an acetate or paper overlay sketch cannot be made, a route table is the minimum requirement.
2. **The overlay sketch should be as simple as possible.** Legs should not cut across terrain features or enemy positions. Unit leaders select their own intermediate checkpoint names. A header should contain map information, unit information and the date. In addition to the minimum checkpoint information, the following can be included:
 - a. Fire Support Measures: pre-planned targets, RFAs
 - b. Other control measures: AAs, RPs, Phase Lines
3. **The route table serves to remove clutter from the overlay sketch.**
 - a. All grids are two-letters and six-digits.
 - b. Distance is meters. Direction is degrees magnetic.
 - c. Parenthesis indicate an estimate. On legs that the leader plans to use terrain association, the right side of the table should be filled out. Distance and direction should be parenthesized.

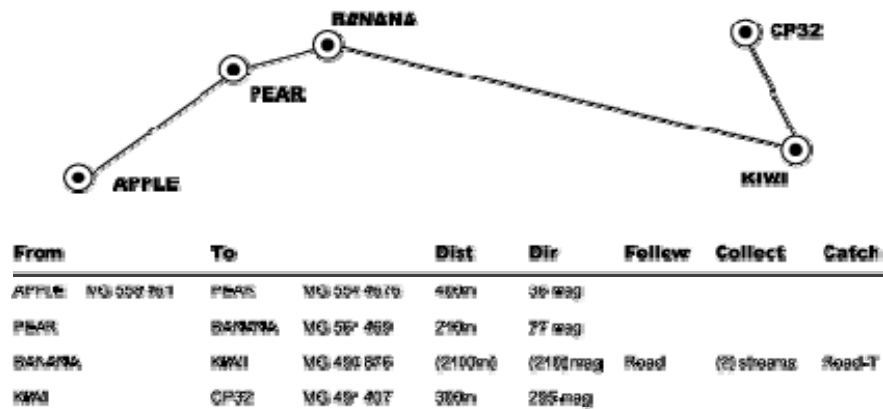


Figure 1. Route Overlay.

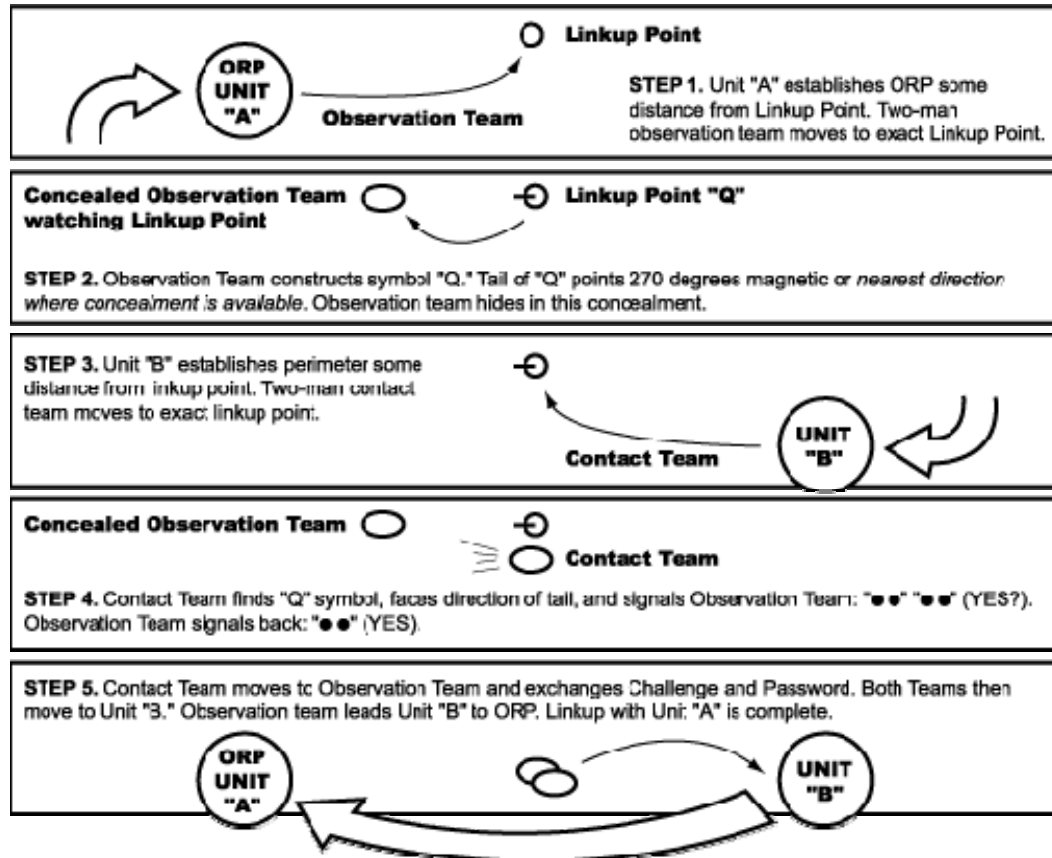
Footmobile Linkup SOP

17 Mar 99

SOP Linkup Order

3. Execution

a. Scheme of Maneuver



b. Tasks

- (1) Stationary Unit. 1st Platoon. Establish Linkup Point 'Q.' Establish Company ORP. Provide observation teams to linkup with each moving unit.
- (2) Platoons. Assign linkup windows to each squad.

c. Coordinating Instructions

- | | | | |
|------------------|-----|----|---|
| (1) Linkup Point | 11S | MG | 118 673 From CP 31, 110m @ 28 degrees mag |
| Alt Linkup Point | 11S | MG | 117 686 From CP 42, 90m @ 263 degrees mag |

- | | | | |
|-------------------|-----|----|---------|
| (2) Tentative ORP | 11S | MG | 119 668 |
|-------------------|-----|----|---------|

(3) Linkup Schedule

Stationary Unit Release Time	1700
Company Release Time	1900

1st Linkup Window	2200 - 2220
2nd Linkup Window	2300 - 2320
3rd Linkup Window	0000 - 0020
4th Linkup Window	0100 - 0120
Drop Dead Time	0120

(4) Contingencies

Linkup point NOT established: Alt Station Unit is 2nd Platoon. Setup linkup point and ORP during 1st Linkup window

Contact prior to linkup: Break contact. Change route.

Contact during linkup:

Contact after linkup:

(5) GO / NO-GO Criteria

Minimum force in ORP needed to continue the mission: (6) squads, (2) Platoon HQ, CO or XO.

(6) Drop Dead Time. Units not linked up by drop dead time move to alternate linkup site for post-mission linkup. Units not linked up by drop dead time + 24 hours, move to original AA.

4. Admin and Logistics

- a. Radios

Stationary Unit	3
Other Units	1 per moving unit if available
- b. IR Beacons

Stationary Unit	1
Other Units	SOP
- c. PLGR

Stationary Unit	1
Other Units	SOP

5. Command and Signal

- a. Co Tac 1 will be monitored by all linking units. Report all phase lines, checkpoints, enemy sightings, and enemy contact.
- b. Stationary Unit will monitor Co Tac 1. Stationary Unit will also establish a minimum of (2) stations on Platoon Tac Freq: Platoon Commander at the ORP, and Observation Team at the Linkup Point.
- c. Challenge and Password as per OpOrder.
- d. Callsigns as per Co SOP.
- e. Brevity Codes:

Linkup Point 'Q' established	QUAIL	Fm: 10	To: All Stations
Number of Units in ORP (#)	PHEASANTS	Fm: 10	To : 06
- f. Linkup Signals

Linkup Point (Far)	Phoenix Beacon on 'Q'	" - - "
Linkup Point (Near)	Symbol 'Q'	
Linkup Point Far Recognition	PVS-7 IR Flash	" • • • " " • • • " (Yes? Yes?)

Stationary Unit Far Response	PVS-7 IR Flash	“ • • ”	(Yes)
Alternate Responses	PVS-7 IR Flash	“ • ”	(No)
	PVS-7 IR Flash	“ • • • ”	(Danger)
Near Recognition Sight / Voice	Primary Challenge and Password Alternate Challenge and Password		

Notes

Each numbered note corresponds to a numbered paragraph above.

- 3.a. STEP 1. Unit “A” is the Stationary Unit.
- STEP 2. Symbol ‘Q’ can be constructed with anything available: rope, comm wire, sticks, or marks in the dirt. SOP tail of ‘Q’ is an IR Beacon.
- STEP 3. Unit “B” is each linkup unit. Unit should halt at least 200m from Linkup Point ‘Q’ and NEVER in the area between the reference CP and Linkup Point ‘Q.’
- STEP 4. If ‘Q’ is not found, team should still attempt to signal 270 degrees. SOP signal is PVS-7 IR Flash.
- STEP 5. Unit “B” avoids Linkup Point area when moving to ORP. During linkup, the only Marines in the Linkup Point area are the Stationary Unit Observation Team and the 2-man contact teams from each linking unit.

- 3.b.(1) Observation teams must have (2) men per linking unit. One team can only link one unit per linkup window. SOP Infiltration schedules (3) units per linkup window. This means the observation team should be (8) - three observation teams of (2) and a two-man observation team NCOIC and radio operator.

- 3.b.(2) All squads linkup at the company linkup point. Platoons do NOT execute platoon-level linkups prior to company linkup.

- 3.c.(1) Linkup Point is defined by an offset from a distinctive reference point on the map. Secondary reference is a 6-digit grid. If the linkup point is not itself on distinctive ground, easily found in the dark, then it should be no more than 200m from the reference point. The Stationary Unit, when establishing the Linkup Point, should be equipped with GPS. The Stationary Unit cannot change the published Linkup Point for any reason. The Alternate Linkup Point is triggered by time, not events.

- 3.c.(2) The ORP, defined by a 6-digit grid, is tentative. The exact location will be determined by the Stationary Unit. The ORP should offer cover and concealment, have multiple routes of access, be off natural lines of drift, and be less than 300 meters from the Linkup Point.

- 3.c.(3) The Stationary Unit needs to move first in order to have time to establish the Linkup Point. Linkup windows are (20) minutes long. The Stationary Unit needs the remainder of the hour to move linked units into the ORP. A minimum of (4) Linkup windows are needed for platoons with (4) moving units. Drop Dead Time triggers alternate plan for those unit not yet at linkup.

- 3.c.(4) Enemy contact before, during, or after linkup should NOT trigger alternate plan. Some units may not be aware of contact.

- 3.c.(6) Alternate Linkup Point is triggered by time, not event. For an operation such as a night attack, units that fail to linkup prior to drop dead time can linkup after the attack.

- 4. The Stationary Unit needs (3) radios, an IR Beacon for the tail of the ‘Q’ and a PLGR. Additionally, each observation team needs the following individual equipment: PVS-7, map, compass, protractor, flashlight, notebook, and pencil. *See Individual Equipment SOP* for required NCO gear.

- 5.a. The Linkup Plan must be executable with no comm. Because all moving units linkup at the company linkup point, all unit monitor Company Tac 1.
- 5.c. Challenge and Password should be taken from larger OpOrder. Do NOT publish a different "Linkup Challenge and Password."
- 5.e. QUAIL and PHEASANT are linkup SOP brevity codes. Both are sent from the Stationary Unit (10).
- 5.f. The tail of the 'Q' is an IR Beacon, elevated above the ground cover. If a programmable Phoenix Beacon is used, establish codes for beacon signal. PVS-7 (and PVS-14) NVGs with IR flashers are used to exchange linkup signals.

Notes on Vehicle Linkups with Footmobile Forces

- 1. When footmobile forces are linking up with vehicles, the vehicles need a covered staging area, just off an approach road, but NOT visible from the Linkup Point.
- 2. The driver and A-driver execute the footmobile linkup procedure. The observation team then returns with the drivers to the vehicle and guides the vehicle along an established route to a covered ORP vehicle park.
- 3. During motorized or mechanized operations, when vehicles linkup with other vehicles, a different linkup procedure is needed.

Logistics SOP

2 Dec 97

1. **The CoGySgt runs all Co logistics.**
2. **The Platoon Guide runs all platoon logistics.** Separate units, including the HQ platoon, assign a unit logistics rep to act as the unit guide. The CoGySgt issues orders to guides. Guides deal directly with CoGySgt, keeping their unit leaders informed.
3. **Supply.** Ammo, food, water and other supplies are requested by unit guides to the CoGySgt on CoTac2. *See Reports SOP.* Guides coordinate resupply evolutions with Co Log Train. *See Water SOP. See Ammunition SOP.* Co Log Train collects trash. *See Trash SOP.*
4. **Transportation.** Transportation of the Co, evacuation of casualties, and evacuation of prisoners is coordinated by the CoGySgt. *See Transportation SOP. See Prisoner SOP.*
5. **Maintenance.** Evacuation of weapons, radios and other equipment for maintenance is coordinated by the CoGySgt. *See Bn SOP.*
6. **Services.** The CoGySgt supervises barber services for the Co. The Co 1stSgt supervises all personnel services for the Co. *See Personnel SOP.* The CoGySgt coordinates with the Bn for the following services:
 - Clothing Exchange
 - Bath, Laundry and Fumigation
 - Salvage, Renovation and Construction
 - Airdrop and Airlift
 - Bakery and Mess
 - Exchange, Cobbler
 - Mortuary

Log Train SOP

2 Dec 97

1. **CoGySgt runs the Co Log Train.** Standard Co Log Train is (1) HMMWV.
2. **Co Log Train standard tasks:**
 - Transport resupply to Co units.
 - Evacuate maintenance items.
 - Evacuate emergency casualties.
 - Shuttle individual equipment. When directed, Co Log Train shuttles individual equipment forward. Unit guides accompany their unit's equipment. A rifle platoon can also be tasked to shuttle the individual equipment of another platoon.
 - Transport Co equipment
 - When augmented with vehicles, Co Log Train can transport unit equipment. *See Unit Equipment SOP.*
 - When augmented with vehicles, Co Log Train can transport individual equipment. Unit guides accompany their unit's individual equipment.
3. **Co standard for resupply is 'Tailgate' resupply.** Unit guides coordinate delivery time, delivery location and working parties.
4. **Co Log Train is the distribution point for 'service station' resupply.** Co Log Train is the casualty collection point and the collection point for prisoners awaiting evacuation.

Company Vehicle SOP

10 Feb 99

1. The company vehicle complies with all HHQ orders and the Battalion SOP:

a. The following On-Vehicle Equipment (OVE) is always carried:

- (1) Pioneer Tray. Shovel, Ax, pick handle, pick.
- (2) Tool Bag. Minimum (4) tools: Pliers, Adjustable Wrench, Flat Head Screwdriver, Phillips Head Screwdriver.
- (3) Fire Extinguisher
- (4) Warning Triangle Kit
- (5) First Aid Kit
- (6) TM-10 Operator Technical Manual
- (7) Chock

b. All HMMWVs carry a Cammie Net with Poles.

2. The following equipment is carried by the company vehicle:

a. (2) Water Jugs

b. (1) Air Panel

c. (6) Trash Bags

3. The vehicle driver always carries a helmet. Additional equipment *should* include:

a. PVS-7

b. Compass, Map, Protractor

c. Pencil and Notebook

Bivouac SOP

9 Dec 97

1. **The Quartering Party selects the bivouac site.** Security dictates arrangements.
See Quartering Party SOP.
2. **Unit sleeping areas correspond to unit security areas.**
3. **Unit commanders establish the security plan.** At minimum, each unit maintains one man on 24-hour watch. A single unit is assigned to bivouac security.
4. **The CoGySgt assigns one unit to each of the following details:**
See Logistics SOP.

- Mess.
- Trash. Trash pit, when used, is burned daily. *See Trash SOP.*
- Head. Field heads are burned daily. Individual Marines carry their own toilet paper.

The unit assigned to bivouac security is not assigned one of the above details.

5. **Sleeping areas.** When working with vehicles, an engineer tape perimeter is established around each unit sleeping area if the tactical situation permits.
 - One corner of is marked with a chemlite. Corpsman, unit leader, and security watch sleep at marked corner.
 - No vehicles are allowed in or attached to the sleeping area.
 - Every Marine sleeps in the sleeping area. Security is posted on each sleeping area at marked corner.
6. **In bivouac, the standard resupply technique is ‘Service Station’ (Point) Resupply.** The location of the Co Log Train is the:
 - ‘Service Station’ Resupply Point
 - Water Point. *See Water SOP.*
 - Trash Point. *See Trash SOP.*
 - Casualty Collection Point
 - Prisoner Collection Point. *See Prisoner SOP.*

Water SOP

10 Feb 99

1. **The CoGySgt establishes the Co Water Point.**
2. **'Service Station' Water Resupply Procedure.**
 - Only water jugs are filled at the Co water point.
 - Unit guides fill water jugs at the Co water point, then bring jugs to platoon. From then on, empty jugs are exchanged for full jugs at Co water point.
 - Individual canteens are filled in the platoon area.
3. **'Tailgate' Water Resupply Procedure**
 - Co Log Train drops off water jugs at each unit.
 - Unit guides trade empty jugs for full jugs. Guides are responsible for jugs.
 - CoGySgt or Police Sgt will be the only person to stage and recover water jugs.
4. **When units are operating independently, unit leaders are responsible for proper water procedures.**

Company Water Point



Bn TRAINS



WATER BULL



WATER SPIGOT



NATURAL WATER SOURCE

Platoon and Separate Unit Water Point



WATER JUGS

Individual Marine

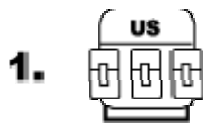


CANTEENS

Trash SOP

10 Feb 99

1. **Marines do not leave ANY trash in the field.** Every Marine carries up to one day of his own trash, even biodegradable trash, until collected. No evidence is left for the enemy.
2. **Platoon guides collect trash once a day.** Guides carry trash bags. *See Individual Equipment SOP.* Guides forward trash to Co trash point.
3. **The CoGySgt establishes Trash Point and controls all trash disposal.** Trash is burned, buried, or hauled to disposal point or Bn trains for disposal.
4. **When units are operating independently, unit commanders supervise the burning, burying, or disposal of trash.**
 - a. Trash bags are tied.
 - b. Boxes are flattened and stuffed inside an MRE box.



BURN PIT



BURIAL PIT



DISPOSAL POINT



Bn TRAINS

Draw Weapons & Equipment SOP

10 Feb 99

1. The company draws weapons and equipment according to the 90-minute schedule shown:

		Platoons			
		1	2	3	4
Time	H-HOUR	ARMORY			
	H+20		ARMORY		
	H+40			ARMORY	CAGE
	H+60	CAGE	CAGE	CAGE	ASP
	H+90	ASP	ASP	ASP	ARMORY

2. There are three stations: the Armory, the ASP, and the Company Cage.

Station:	Armory	ASP	Co Cage
NCOIC:	Armory Custodian	CoGySgt	Police Sgt
Equipment:	Weapons Optics Night Vision Devices	Ammunition Pyrotechnics	Mission Equipment & Supplies: - Radios - Kits (HLZ, NBC, QP) - Rations - Chemlites - Sand Bags - Engineer Tape - Other Equipment...

3. The Company Order will specify H-Hour and the specific items to be drawn at each of the three stations. Only platoon guides or a designated NCO will draw Mission Equipment and Supplies.
4. Return Weapons and Equipment is the same SOP drill.

Combat Load SOP

12 Mar 97

1. **Unit leaders dictate the combat load based on the mission.** Standard loads are based on the 4-4-4-4 system: 4-Hour Load, 4-Day Load, 4-Week Load, or 4-Month Load.
2. **4-Hour Load.** This is the 'fighting load.' When packs are dropped or transported separately, Marines maintain their capacity to fight. *See Log Train SOP.* Marines can always operate for at least four hours without packs.
 - Deuce Gear. *See Individual Equipment SOP.*
 - Helmet, Flak, & Weapon
 - Whatever weather gear Marine is wearing
 - NO pack. NO food. NO toilet kit, sleeping gear, weather gear, boot polish, shelter or spare clothing.
3. **4-Day Load.** The gear needed to live and fight for four days. This corresponds to one case (12) of MREs and a refit period. *See Refit Period SOP.*
 - Deuce Gear. *See Individual Equipment SOP.*
 - Helmet, Flak, & Weapon
 - 4-Day Pack — food, 4-day toilet kit, sleeping gear, weather gear, & shelter.
 - NO spare clothing. NO boot polish.
4. **4-Week Load.** The gear needed to live and fight for a month.
 - Deuce Gear. *See Individual Equipment SOP.*
 - Helmet, Flak, & Weapon
 - 4-Week Pack — food, 4-week toilet kit, sleeping gear, weather gear, boot polish, shelter & spare clothing.
5. **4-Month Load.** This is the deployment load.
 - Deuce Gear. *See Individual Equipment SOP.*
 - Helmet, Flak, & Weapon
 - 4-Month Pack
 - 4-Month Seabag
6. **The 4-Day Load — Deuce gear and 4-day Packs, is ready 24 hours a day, 7 days a week, on 20 minutes notice.**
7. **The standard consumable load for each Marine is (1) DOS of MREs = (3), (.25) DOS of water = (2 quarts of 2 gallons) and a basic load of ammunition.**
See Ammunition SOP.

Individual Equipment SOP

09 Mar 99

1. **All essential equipment, the ‘fighting load’ is carried on the deuce gear or the utility uniform.** Deuce gear is never more than an arm’s length away. When packs are dropped or transported separately, Marines maintain their capacity to fight. *See Combat Load SOP.*
 - The basic load of ammunition for the personal weapon is carried on the deuce gear. *See Ammunition Load SOP.*
 - The First Aid Kit is worn centered on the back of the belt. When the butt pack is worn, the First Aid Kit is worn on the left side of the butt pack. *See Medical SOP.*
 - A minimum of (2) 1-quart canteens are carried on the deuce gear.
 - Water Purification tablets are carried in a canteen cover pocket.
 - A speed loader is carried in a canteen cover pocket.
2. **All Marines carry:**
 - ID Card. *See MCO.*
 - ID Tags. *See MCO.* One additional tag will be worn in the laces of the left boot.
 - Weapons Cleaning Kit with cloth rag. *See Weapons SOP.*
 - Knife or bayonet. *See Weapons SOP.*
 - Ear Plugs
3. **All unit leaders, from squad and section leader up, carry:**
 - Watch. Water resistant, with night light and all alarms set to OFF.
 - Flashlight with Red Lens, no bigger than AA type.
 - Map, Compass & Protractor. Silva type is sufficient.
 - Signal Mirror
 - Pencil and Notebook. No pens. No mechanical pencils.
4. **All gear is silenced, subdued and secured.**
5. **The pack is used to carry the ‘subsistence load.’** Food, water, weather gear, clothing, sleeping gear, shelter, toilet kit, extra ammunition. *See Combat Load SOP.*
6. **Corpsmen, Drivers, Radio Operators, and other specialists carry additional gear:**
 - Corpsmen: White flashlight.
 - Drivers: White flashlight, Pencil and Notebook. (NVGs, Map and Compass are recommended.)
 - Radio Operators: CEOI and message book in right cargo pocket.
 - Platoon Guides: Trash Bags, Platoon Roster.

Ammunition Load SOP

31 Mar 99

1. The standard ammunition loads for the Co for footmobile operations are as follows:

Weapon	DODIC	Nomenclature	Amount per Weapon
M16A2	A059	5.56 BALL	160
	A063	5.56 TRACER	50
M249	A064	5.56 LINK	600
M9	A363	9mm BALL	30
M240G	A131	7.62 L / 4+1	400
M203	B504	40mm GSP	2
	B534	40mm APERS	2
	B535	40mm WSP	2
	B546	40mm HEDP	6
M224	B643	60mm HE	15
	B646	60mm WP	3
	B647	60mm ILLUM	2
Mk153	HX05	SMAW HEDM	1
	HX06	SMAW HEAA	1
	C995	AT-4	As req
	K143	MINE M18A1	As req
	G881	HAND FRAG	As req
	G895	HAND ILLUM	As req
	G900	HAND INCD	As req
	G924	HAND RIOT	As req
	G930	GREN GREEN	As req
	G945	GREN YELLOW	As req
	G950	GREN RED	As req
	L306	SIG ILLUM RSC	As req
	L307	SIG ILLUM WSC	As req
	L314	SIG ILLUM GSC	As req

2. When directed, a rifle platoon transports an additional standard load of Co crew-served weapons ammunition:

- M224: (5) rds HE per tube x (3) tubes + 5 = 20 rds
- M240: (800) rds per wpn x (6) guns = 2400 rds
- Mk153: (2) rds per wpn x (6) wpns = 12 rds

Unit Equipment SOP

11 Mar 97

1. **Unit equipment is assigned to specific Co units for maintenance and accountability purposes.**
2. **Actual distribution of unit equipment is mission dependent.** Unit equipment is distributed to Co units and individual Marines as needed for specific missions. Unit equipment that is not distributed is transported by the Co. Transportation is needed to carry the unit equipment needed for combat:
 - NVGs, binoculars and other optics.
 - GPS receivers and compasses.
 - Team Kits

A single 5-ton truck transports the above equipment plus the Co armory, unassigned weapons and the Co office.

3. **Team Kits are maintained by the Co.** Stored in cloth bags, kits are distributed as needed for specific missions. Each kit has an inventory list and a radio list identifying the bagged equipment as well as additional gear that needs to be drawn.
 - QP Kit. *See Quartering Party SOP.*
 - (4) Aid & Litter Kits. *See Medical SOP.*
 - (4) Prisoner Kits. *See Prisoner SOP.*
 - HLZ Kit. *See Landing Zone SOP.*
 - Guide & Road Guard Kit. *See Guide & Road Guard SOP.*
 - Route Making Kit. *See Bn SOP.*
 - (4) NBC Kits. *See Bn SOP.*

PAQ-4C SOP

09 Mar 99

1. PAQ-4C will be issued to Riflemen, Fire Team Leaders, Squad Leaders, Platoon Sergeants, and Platoon Commanders.
2. PAQ-4C contains (5) SL-3 Items:
 - a. Aiming light
 - b. Shroud
 - c. Mounting Bracket
 - d. Strapless Assembly
 - e. Boresight Cap

Only the PAQ-4C and the Shroud are to be brought to the field.

3. The PAQ-4C maintains its boresight even after it is removed from the weapon. Once the PAQ-4C has been properly boresighted to a *specific* weapon, it does not need to be boresighted again.
4. The PAQ-4C boresight and the weapon's BZO are separate entities. Adjusting the elevation and windage of the sight aperture **does not** change the PAQ-4C's point of aim, point of impact.
5. The primary purpose of the PAQ-4C is to indicate the point of impact at night. Additional uses include:
 - a. Target Identification
 - b. Distribution of fire/ assigning and defining sectors of fire
 - c. Signaling
 - d. Illuminating small, dark areas
 - e. Lasing Targets for RWCAS
6. Unit leaders control use of PAQ-4C. When a leader is designating targets, all other PAQ-4C are **off**.

Refit Period SOP

11 Mar 97

1. **After 4 days in the field, Co rotates each unit through a daylight 4-hour refit period.**
2. **Each Marine uses the refit period to:**
 - Air-dry clothing
 - Wash & shave
 - Clean weapon
 - Clean gear
3. **Co arranges for:**
 - Normal resupply
 - Mail
 - Evacuation of maintenance items
 - Corpsman check
 - Optional procedures
 - Laundry, Bath
 - Hot chow
4. **If Marines are carrying only 4-Day loads, additional resupply measures need to be addressed by unit commanders. See *Combat Load SOP*.**

Medical SOP

10 Dec 97

1. **All Marines wear the First Aid Kit at all times.** *See Individual Equipment SOP.*
 - Treat casualties with the contents of the injured man's First Aid Kit.
 - The minimum contents of the First Aid Kit are: battle dressing, muslin bandage, and antibiotic ointment.
 - Emergency minimum is a battle dressing carried in the lower left blouse pocket.
2. **Each platoon designates an Aid & Litter Team to evacuate casualties.** Each team carries an Aid & Litter Kit with a collapsible stretcher and space blanket. Kits are maintained by Co.
3. **Platoon corpsmen are attached to the Platoon, and work directly for the Platoon Commander.** Platoon Corpsmen treat casualties and recommend casualty evacuation to Platoon Commander. Corpsmen do NOT accompany casualties during evacuation.
4. **Co corpsman establishes Casualty Collection Point (CCP).** CCP is usually co-located with Co Log Train. *See Log Train SOP.*
5. **Co has no organic medical evacuation capability.**
 - Air MedEvac reports and procedures are defined by Bn and supporting units.
 - Vehicle MedEvac is coordinated by BAS. *See Bn SOP.* When directed, Co Log Train transports casualties to Bn CCP or BAS.
 - Bn procedure when a casualty is evacuated:
 - Write Co designator, E/2/5, and last four digits of SSN on forehead of casualty.
 - Co keeps all individual weapons and equipment of casualty.
 - Personal effects of deceased Marines go in the body bag with casualty and witness forms. *See Bn SOP.*

Prisoner SOP

3 Mar 97

1. Each platoon designates a prisoner Search and Handling Team.

- Each team carries a prisoner Search & Handling Kit. Kits are maintained by Co. Minimum kit contains:
 - (10) prisoner ID tags
 - (10) flex-cuffs
 - (10) blindfolds.
- HQ platoon does not maintain a Search and Handling Team.

2. The Co forwards all prisoners to Bn as soon as possible: 24 hour maximum. *See Bn SOP.*

- Platoons and separate units turn over all prisoners as soon as possible to the Co HQ.
- ONLY weapons will be taken from prisoners before being forwarded.
- Log Train is collection point for prisoners. A unit will be tasked for prisoner handling and security.
- Prisoners will be identified by assigning serial numbers in accordance with standard Co serial numbers. *See Unit Identification SOP.*
- The 1stSgt makes required prisoner reports to Bn. *See Bn SOP.*

Personnel SOP

11 Mar 97

1. The 1stSgt runs all Co Personnel.

- Morning Report, Replacements, Casualty Reports
- Health
- Religious, MWR
- Legal, Finance, Awards, Public Affairs, Mail
- Prisoner Reports

2. In the field, PERSTATREPs are due to the Co by 0800. *See Reports SOP.* Morning report is produced by 1stSgt, forwarded to Bn daily. *See Bn SOP.*

- Replacements report to the 1stSgt.
- CASREPs are due to the Co NLT one hour from incident. *See Reports SOP.* 1stSgt forwards Casualty Reports are to Bn daily. *See Bn SOP.*

Weapons SOP

11 Mar 97

1. All Marines follow standard weapons procedures:

- The four safety rules apply at all time.
- When a weapon is held by a Marine, the muzzle of that weapon will never point at another Marine. The muzzle of an unloaded and stacked weapon, not held by a Marine, MAY inevitably cover another Marine.
- A cleaning kit, with rag, will be carried at all times when the weapon is carried. *See Individual Equipment SOP.*
- In the field, weapons maintenance has priority over eating, sleeping and washing. A Marine should not eat if his weapon is dirty.
- The weapon is on your body at all times except when locked in the armory and when stacked under guard.
- Weapons slings, handles and other moving parts are silenced.

2. M16A2 service rifles, including M203s, are always zeroed.

- The BZO of your M16A2 is always set on the rifle unless it has been adjusted to fire at a specific target.
- The BZO is taped to the weapon. A tag with the rifle serial number, front post sight setting and windage, 65109877 — BZO 4U - 9R, is secured with adhesive tape to the inside surface of the butt stock cover.
- M203 gunners zero their rifles with the M203 attached.

3. Unit leaders set weapons conditions for all evolutions. Proper commands and conditions are followed.

4. Additional weapons standards are as follows:

- The pins of all grenades, except smoke grenades, are taped with paper masking tape. The Co maintains masking tape.
- All pistols have lanyards. Lanyards are adjusted so that the weapon can be fired without unlooping the lanyard.
- All Marines carry a knife or bayonet. *See Individual Equipment SOP.*
- M249 SAWs are always zeroed. SAW gunners silence plastic ammunition drums.
- Ammunition is never carried loose. Linked ammunition is never carried draped across the body.

5. Weapons Platoon SOPs cover company weapons.

NBC SOP

3 Mar 97

1. **Each platoon designates an NBC Team.**

- When directed, each team carries an NBC Kit. Kits are maintained by Bn.
See Bn SOP.
- HQ platoon does NOT maintain an NBC Team.
- All NBC evolutions are led by unit NBC Teams.

2. **Bn maintains MOPP equipment at Bn log train.** *See Bn SOP.*

- Individual Marines carry Field Protective Masks.
- Individual Marines are issued additional NBC equipment according to the threat.

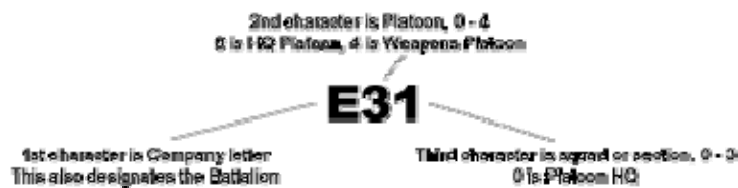
3. **The Bn NBC Officer oversees all NBC evolutions.** *See Bn SOP.*

- Bn establishes MOPP levels.
- Bn passes NBC alerts.
- Bn establishes NBC reporting procedures.

Unit Identification SOP

10 Feb 99

1. **The Co is identified as E/2/5.**
2. **The Co SOP Color Code is ORANGE.** *See Bn SOP.*
 - Individual and unit equipment is marked with Co Color Code. *See Equipment Marking SOP.*
 - During combat evolutions, Co Color Code is used to mark positions and units:
 - Convoys are marked so guides can identify units. *See Bn SOP.*
 - Quartering Party uses colored tags, chemlites and tape to mark themselves, Release Points, routes, bivouacs, and positions. *See Quartering Party SOP.*
 - Unit boundaries are marked for Passage of Lines, Relief in Place, and other combat evolutions. *See Bn SOP.*
 - CoGySgt maintains supply of colored tags, chemlites and tape.
3. **Co SOP Checkpoints are 30-39 followed by any letter.** *See Bn SOP.* 32B and 38D are Co checkpoints. 48K is a Bn checkpoint.
4. **Co SOP serial numbers are 2200 - 2299 to parallel Company Target Assignments.** *See Bn SOP.* When the company moves as one serial, 2200 is used. When the company breaks down into subordinate units for movement, unit serial numbers are formed by adding the last two digits of the SOP Unit Designator (*See Note 5, below*) to 2200. Mixed units use the designator of the leader.
 - Aircraft, landing craft, and vehicle serial numbers are all formed in the same manner.
 - Prisoners are assigned serial numbers in this same sequence. *See Prisoner SOP.*
5. **Subordinate units are identified by the following SOP Unit Designators:**

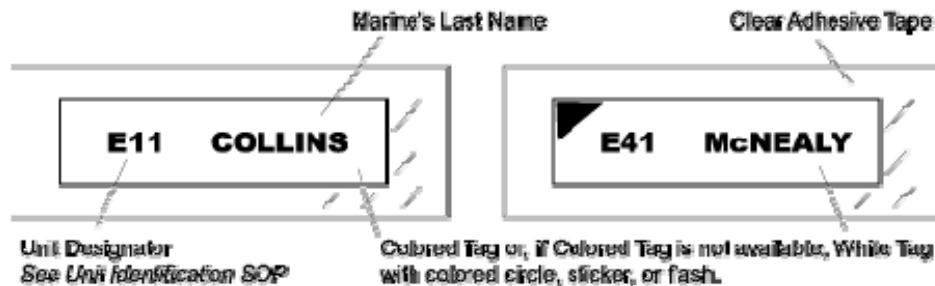


- Machinegun Section is E41. Mortar Section is E42. Assault Section is E43.
- Co HQ is E00. Command Element is E01. Co Log Train is E02.
- SOP Unit Designators are used for:
 - Fixed unit callsigns. *See Radio Procedure SOP.*
 - Equipment markings. *See Equipment Marking SOP.*
 - Vehicle markings. *See Bn SOP.*
 - Unit serial numbers. *See Note 4, above.*

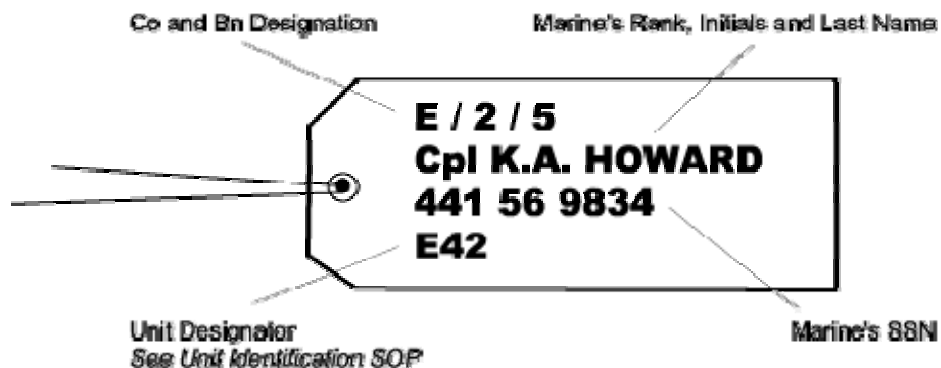
Equipment Marking SOP

10 Feb 99

1. **Individual combat equipment is marked with a color-coded name tag.** The tag is NOT visible when the gear is being worn. The tag is 3" x 1", secured with an oversize piece of clear adhesive tape.

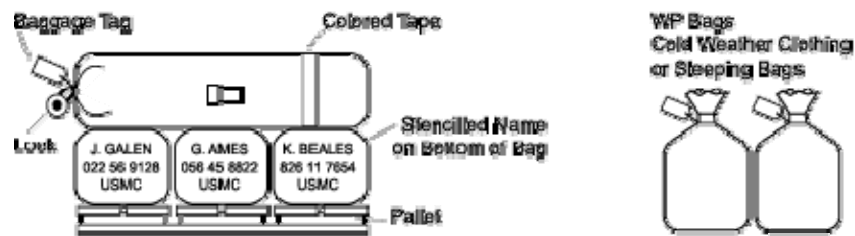


- Helmets are marked on the inside surface of the shell. Place riggers tape down in the center of the helmet, then attach label with clear tape to the riggers tape.
 - Cartridge Belts are marked over the existing belt label, wrapping tape around the entire belt.
 - Gas Masks are marked by placing label, without adhesive, inside the clear plastic window. Secondary position is inside the flap using riggers tape. Filters are labeled with masking tape.
 - Butt Packs are marked by placing label, without adhesive, inside the clear plastic window. Secondary position is inside the flap using riggers tape.
 - Flak Jackets are marked inside the left front pocket flap using riggers tape.
2. **Other individual equipment is marked with full information with a color-coded 5" x 3" baggage tag.** Additional information is required for transport by organizations outside the company.



- Seabags are tagged at the D-ring, so the tag can be read when the bag is stacked or standing. If available, colored tape is wrapped around the base of the seabag. Seabags are stenciled on the bottom with a minimum of three lines of information: name, SSN, and "USMC".
- When required, other individual gear is tagged. WP Bags are tagged at the drawstring closure.

- Packs are marked on the frame vertically at the base of the center vertical brace. A 3" x 1" tag, which includes the full four lines of information is used.



- Unit equipment is marked with a color-coded tag according to Bn SOP. *See Bn SOP.*
- Vehicles are marked according to Bn SOP. *See Bn SOP.*

Radio Procedure SOP

3 Mar 97

1. **Fixed Callsigns.** Whenever possible, use fixed callsigns to minimize friction.

- Fixed Unit Callsigns correspond to Unit Designators. *See Unit Identification SOP.* Each character is pronounced separately: “Echo-Two-One,” not “Echo-Twenty-one.” On Co radio nets, only the last two digits are needed.
- Leader Callsigns identify individuals, not units.

CO	6	Weapons Platoon Cmdr	4
XO	5	3d Platoon Cmdr	3
1stSgt	8	2d Platoon Cmdr	2
CoGySgt	7	1st Platoon Cmdr	1

Additionally, the leader of any tactical unit, from squad on up, is identified by “A” for “Actual.” The second in command is “B” or “Bravo.” Unit commanders may assign additional letters. Acting unit commanders are the “Actual.”

- Personal Callsigns are avoided.
- When the Co is assigned a plain language callsign, that callsign replaces “Echo” and the above scheme still applies.

2. **Company Nets.** CoTac1 is the primary tactical net, monitored by all subordinate units. CoTac2 is used for administrative and logistic coordination. Units make calls on CoTac2 as required.

- In the field, CoTac1 is monitored by Co HQ 24 hours a day.
- In the field, CoTac2 is monitored by Co Log Train at all times when Co is not moving. On the move, Co Log Train monitors CoTac1.

3. **“All Stations” is the collective callsign.** Except in emergencies, only the Co HQ makes “All Stations” calls. Units respond in the following SOP order: 1,2,3,4. Separate units, including Weapons Platoon sections when detached from the Platoon and attached to the Co, answer after 4.

4. **Breaking squelch twice, two distinct clicks of the handset, means “Yes” or “Roger.”**

5. **Eavesdropping is encouraged.** Listening to other nets, especially a higher HQ net, increases a leader’s situation awareness.

6. **As much as possible, leaders should talk directly to each other on the radio.** This speeds execution and maximizes situation awareness.

Report SOP

3 Mar 97

1. **All standard reports are defined by the Bn. See Bn SOP.**

2. **Co SOP Reports are as follows:**

- Co POSREP Due: As directed Net: CoTac1

- Six-digit grid is sufficient.

- “4, 3. POSREP. 943 675, Over.”

- On uncovered nets, an offset from a tactical control measure is used.

- “4, 3. POSREP, Over.”

- “From 32T, west 800, north 200.”

- Co PERSTATREP Due: 0800 Daily Net: CoTac2

- Officer

- Marine

- Navy. If Navy Officers are present, report as two separate numbers.

- Explanations of differences.

- “8, 3. PERSTATREP, Over.”

- “1, 23 & 1.”

- “Tully, 8362, medevaced today.”

- Co Resupply Request Due: As required Net: CoTac2

- No specified format.

- “7, 3. Resupply Request. 128 meals, 15 gallons water, and a trash pickup, Over.”

- Co CASREP Due: As required. Net: CoTac2

- Rank

- Name

- SSN

- Incident

- “O1, Hearney, P.X., 8632, Grenade frag in left cheek.”

CASREP is an administrative report which is passed after a casualty is evacuated.

MEDEVAC reports evacuate the casualty and have time priority. *See Bn SOP.*

3. **MIJI reports are not passed on Co nets.** Subordinate elements pass word to Co, who then passes MIJI jamming report to Bn. *See Bn SOP.*

Signal SOP

3 Mar 97

1. **Platoons and separate units define internal SOP hand and arm signals.** SOP signals will be capable of being passed by one hand, below head level, while carrying a weapon.
2. **“Thumbs up” means “Are you ready?” A “Thumbs up” response means, “I am ready.”**
3. **Audible signals, light signals and pull wires use the following SOP:**
 - Two of anything, “ • • ”, means “Yes” or “Roger.”
 - One of anything, “ • ”, means “No.”
 - Three of anything, “ • • • ”, means “Danger” or “Enemy.”
4. **Unit commanders dictate signals based on the following standard color codes:**
 - Yellow is for liaison events.
 - Green:
 - First event or first vehicle.
 - Start the base of fire.
 - Start the final protective fire.
 - Blue. The second or subsequent event or vehicle.
 - Red:
 - Last event or last vehicle.
 - Cease the base of fire.
 - Cease the final protective fire.

Order SOP

3 Mar 97

1. **Orders Group.** The Co O-Group consists of:

- CO
- XO
- 1stSgt
- CoGySgt
- Platoon Commanders
- Platoon Sergeants
- Commanders of any separate attached units

When Co orders are issued, all members of the O-Group attend.

2. **Time.** The Co XO is responsible for all time hacks. Standard time is GPS Local.

3. **Succession of Command.** After the CO, Co command passes to the XO, commissioned officers in rank order, the 1stSgt, CoGySgt, and then Staff NCOs in rank order. The procedure for taking command of the company is as follows:

- Upon assuming command, the acting CO contacts the Bn and passes “This is Lt Ames. The CO has been medevaced. I command Echo Co. Time is now 1445.”
- The acting CO then makes an “All Stations” call, and passes the same message to all subordinate Co units.

Appendix A — Required Rifle Platoon SOPs

13 Mar 97

1. Rifle Platoons developed the following minimum SOPs:

Defense SOP

OP/LP SOP

Range Card SOP

Patrol SOP

Ambush SOP

Patrol Base SOP

Assembly Area SOP

Movement SOP

Danger Area SOP

Hand and Arm Signal SOP

Reaction to Indirect Fire SOP

Reaction to Direct Fire SOP

Air Attack SOP

MOUT SOP

Prisoner SOP

Roadblock SOP

Appendix B — Required Weapons Platoon SOPs

13 Mar 97

1. Weapons Platoon develops the following minimum SOPs:

Mortar Section SOP

Mortar Equipment SOP

Ammunition Load SOP

Resupply SOP

Direct Lay SOP

Machinegun Section SOP

Indirect Fire SOP

Range Card SOP

Machinegun Equipment SOP

Ammunition Load SOP

Defensive Positions SOP

Attachment SOP

Assault Section SOP

Assault Equipment SOP

MOUT SOP

Anti-Vehicle SOP

Anti-Tank SOP

Bunker Busting SOP

Appendix C — Required Bn SOPs

13 Mar 97

1. The following Bn SOPs were referenced in the text.

Passage of Lines SOP
Relief in Place SOP
Color Code SOP
Vehicle Marking SOP
Route Marking SOP
Report SOP
Convoy SOP
Control Measure SOP
Logistics SOP
Log Train SOP
Prisoner SOP
NBC SOP
Medical SOP
MedEvac SOP
Serial Assignment SOP
Signal SOP
Radio Procedure SOP

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