

# CHAPTER 5

## MAIN GUARD

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### Section I. GENERAL

#### 13. Composition

The main guard consists of patrols, fixed posts, and a reserve. Either patrols or fixed posts, or a combination of the two, may be used. In any case, the main guard maintains a reserve (para. 27).

#### 14. Strength

The main guard consists of one officer of the day; one or more commanders of the guard; one or more sergeants of the guard; a relief commander for each relief; and the necessary number of guards. The number of guards needed for routine daytime duty is ordinarily much smaller than the number required at night or on Sundays and holidays. When it is necessary to have increased supervision and control of a relief, an assistant commander of the guard and an assistant sergeant of the guard may be detailed.

#### 15. Arms and Equipment

*a.* Guards are armed and equipped according to their particular duty. Rifles, carbines, pistols, shotguns (FM 19-60), riot clubs (FM 19-5), or other weapons are used. Guards must be qualified to use

the weapon with which they are armed. If they are not armed with their individual weapon, they must be familiar with the weapon with which they are armed (shotguns, riot clubs).

*b.* Guards cover their posts on foot, in motor vehicles, or by other types of transportation; however, the exact method is prescribed by the commanding officer.

## Section II. DUTIES OF PERSONNEL

### 16. Commanding Officer

*a.* The commanding officer details a guard sufficient to provide for the security of personnel, government property, and buildings within his jurisdiction. He requires a vigilant and thorough performance of guard duty. The commanding officer gives his orders, or has them given by his representative, to the officer of the day and prescribes regulations and special orders for the guard.

*b.* Daily, at a designated time and place, the commanding officer, or his representative, receives the reports of the officers of the day. He, or his representative, examines the guard report, relieves the old officer of the day, and gives the new officer of the day his instructions.

*c.* At those installations where confinement facilities are available, the commanding officer supervises the stockade and prisoners personally to insure compliance with the articles of the Uniform Code of Military Justice and AR 190-4. He specifies the duties of the correctional officer and the officer of the day with respect to prisoners.

*d.* The commanding officer's responsibility for safety regulations is given in appendix D.

## **17. Field Officer of the Day**

*a.* A field grade officer is detailed as field officer of the day. During his tour of duty he is the commanding officer's personal representative.

*b.* His tour begins when he reports to the commanding officer or his representative for duty and terminates when he is relieved by the same authority. The usual tour of duty for the field officer of the day is 24 hours.

*c.* He is assigned various duties pertaining to the security of the command depending upon local directives. Normally, one of these duties is to supervise the interior guard and parallels closely the responsibilities of the officer of the day (para. 18). His primary concern, in his role as a supervisor, is to see that the guard performs its assigned tasks.

## **18. Officer of the Day**

*a.* The officer of the day is responsible for the proper performance of duty by the main guard and, when so directed, for other guards. He is charged with executing all orders of the commanding officer relating to guard duty.

*b.* His tour begins when he receives the instructions of the commanding officer and ends when he is relieved by the same authority. The usual tour is 24 hours.

*c.* In the absence of special instructions from the commanding officer, the officer of the day inspects the guard and guards on post as often during the

day and night as he considers necessary; however he inspects them at least once between midnight and daylight.

*d.* Whenever he considers it necessary, he directs the commander of the guard and noncommissioned officers of the guard to inspect the guards on post.

*e.* In case of alarm, he acts immediately to protect life and government property and to preserve order. If necessary, he uses the guard to assist him.

*f.* In the performance of his duties, he takes orders only from the commanding officer or field officer of the day however, during an emergency, when there is great danger, the senior officer present may give orders to the officer of the day for the use of the guard.

*g.* At those installations where confinement facilities are available, the officer of the day verifies the count of prisoners and inspects the stockade at premises as directed by the commanding officer. He makes at least one inspection between midnight and daylight.

*h.* He signs the guard report, adding to it his own remarks, and submits it daily to the commanding officer.

*i.* The old and new officers of the day report to the commanding officer, or his representative, immediately after guard mount. Upon presenting themselves, the old officer of the day stands on the right of the new and both salute. The old officer of the day salutes again and reports, "Sir, Captain Jones reports as old officer of the day," and presents the guard report. As soon as he is relieved, the old officer of the day salutes and leaves. The new

officer of the day then salutes and reports, “Sir, Captain Smith reports as new officer of the day.” After receiving his instructions, the new officer of the day salutes and leaves.

*j.* The officer of the day is responsible for the property of the guard. He conducts a joint inventory of property with the old officer of the day to determine the presence and serviceability of the guard property.

*k.* The officer of the day keeps the guard informed of his location at all times.

*l.* His responsibility for safety regulations appears in appendix D.

## **19. Commander of the Guard**

*a.* The commander of the guard is responsible for the instruction, discipline, and performance of the guard. He is also responsible for the security of ammunition and weapons of that part of the guard not on post.

*b.* He obeys the orders of the commanding officer, field officer of the day, and officer of the day. He reports to the officer of the day any additional orders given to the guard by himself or other authorized persons. He gives his successor all of the instructions and information about his duties.

*c.* The commander of the guard makes sure that all members of the guard are correctly instructed in their orders and duties and that they understand and properly perform them. He questions all members of the guard about the instructions they may have received, including the use of the countersign (chap 9).

*d.* He inspects the guard as directed by the office of the day, making certain that patrols and guard on fixed posts do their duties. He assures himself that the men, their arms, and their equipment are in proper condition. For inspections by other officers, the commander of the guard prepares the guard in each case as directed by the inspecting officer. He inspects each relief daily while it is on post and as often as prescribed by higher authority and makes at least one of these visits between midnight and daylight. He insures that the special orders for each post and member of the guard are posted in the guardhouse, and, if practicable, on each post.

*e.* When both old and new guards are at the guardhouse, the commander of the guard who is senior in rank is responsible for proper action in case of emergency.

*f.* When the commander of the guard leaves the guardhouse for any reason, he informs the next subordinate in command and the commander of the relief on post of his destination and probable time of return. Except in emergencies, the commander of the guard may divide night duty with the next in command; however, he retains his responsibility. The person on watch must be on the alert constantly.

*g.* When an alarm is raised, the commander of the guard forms the reserve as soon as practicable. If the situation is serious he notifies the officer of the day and commanding officer.

*h.* He makes certain that guard details for raising and lowering the flag at reveille and retreat, and for firing salute guns, are organized in time to

carry out these duties. He sees that the flags are kept in the best possible condition and that they are never handled except in the performance of duty. When flags are not in a serviceable condition, he reports that fact to the officer of the day.

*i.* He makes sure that all guards are relieved on time.

*j.* Unless otherwise ordered, he may permit members of the guard to leave the guardhouse when not on post. This does not include the reserve.

*k.* He holds at the guardhouse all persons apprehended or taken into custody by members of the guard. He reports the circumstances to the officer of the day who decides what action to take.

*l.* When any person is apprehended by members of the guard, the commander of the guard insures that the person has been searched for unauthorized articles and reports the facts to the officer of the day immediately.

*m.* He prepares the guard report and presents it daily to the officer of the day.

*n.* He prescribes the duties of the assistant commander of the guard when such an officer is detailed.

*o.* His responsibility for safe regulations appears in appendix D.

## **20. Sergeant of the Guard**

*a.* The sergeant of the guard is the senior non-commissioned officer of the guard. He performs the duties and assumes the responsibilities of the commander of the guard, if there has been no officer so detailed.

*b.* He supervises the other enlisted members of

the guard, and is familiar with their orders and duties.

*c.* He insures that the property of the guard is properly cared for.

*d.* Each day he prepares duplicate lists of the names of the noncommissioned officers and sentinels of the guards, showing the reliefs and posts or duties of each. He keeps one list and gives the other to the commander of the guard.

*e.* He makes sure that all reliefs are turned out for posting at the proper time.

*f.* He checks to see that the relief commanders understand their duties thoroughly and carry them out promptly and efficiently.

*g.* He insures that other noncommissioned officers of the guard inspect the guard as prescribed.

*h.* When he is absent temporarily from the guard house, he directs the commander of the relief on duty to act as sergeant of the guard.

*i.* If the relief commander, whose relief is on post, is called away from the guardhouse, the sergeant of the guard replaces him temporarily or appoints another noncommissioned officer to carry out the duties of the absent relief commander (para 21).

*j.* He is responsible for the proper policing of the guardhouse and the grounds around the guardhouse.

*k.* He reports to the commander of the guard anything suspicious or unusual and notifies him of all persons apprehended by the guard.

*l.* He forms the guard whenever necessary.

*m.* His responsibility for safety regulations appears in appendix D.

## 21. Relief Commander

*a.* Relief commanders are the next senior noncommissioned officers of the guard.

*b.* They receive and obey orders only from the commanding officer, field officer of the day, officer of the day, commander of the guard, and the sergeant of the guard.

*c.* Each relief commander assigns the members of his relief to posts. These assignments are not changed except by the commander of the guard or higher authority.

*d.* Daily, each relief commander makes a duplicate list of the members of his relief, including himself. He gives one copy to the sergeant of the guard and keeps the other. This list shows the number of the relief, the post to which each member is assigned, and the member's name and organization.

*e.* The commander of the relief instructs his relief as to their orders and duties and makes certain that each guard understands them. He familiarizes himself with the special duties of every guard on his relief.

*f.* He reports immediately to the sergeant of the guard all violations of regulations and unusual occurrences.

*g.* At least one noncommissioned officer is kept constantly on the alert at the guardhouse, usually the relief commander whose relief is on post. This noncommissioned officer takes his post (as prescribed) in the guardhouse and does not fall in with the guard when it is formed. He keeps his weapon constantly with him. When necessary for him to leave his post, he notifies the sergeant of the guard, who takes his place or designates another noncom-

missioned officer to do so. He makes sure that no person enters the guardhouse without authority.

*h.* He goes at once to any guard who calls for the commander of the relief.

*i.* He is responsible for calling his own relief and forming it promptly when the guard is turned out.

*j.* He makes sure that tents or bunks for his relief are located close together so that he can find all the members of his relief and turn them out quickly and without confusion.

*k.* He awakens the commander whose relief is next on post in time to form and post the relief at the proper hour (para 50).

*l.* During the time for challenging, he challenges all suspicious persons he may observe. He advances them using the method described for guards on post para 10 *b* (3)).

*m.* He examines persons halted and detained by a guard. If he doubts their authority to be there, he takes them to the sergeant of the guard or the commander of the guard.

*n.* He apprehends all suspicious persons, disturbers of the peace, and persons caught, or suspected of, committing a crime. Persons apprehended by the commander of the relief or by guards are taken to the commander of the guard at once.

*o.* His responsibility for safety regulations appears in appendix D.

## **22. Guards**

*a.* Privates and specialists are normally assigned posts. Noncommissioned officers may be assigned posts at the discretion of the commanding officer.

*b.* Guards are assigned to reliefs by the sergeant or the guard and to posts by the commander of their relief. Guards are not changed from one relief to another without authority.

*c.* They must memorize, understand, and comply with the general orders for guards. In addition, guards must understand and comply with special orders applying to their particular posts, including the use of the countersign and parole word (chap 9), if they are in effect.

*d.* When a guard is posted at the guardhouse he is Guard No. 1. While on post, he has direct access to the commander of the relief. His general orders are the same as those for other guards.

*e.* The observance of safety regulations by guards is explained in appendix D.

### **Color Guards**

When the colors are unfurled and posted outdoors, guards may be furnished. They are detailed and governed by the same regulations as other members of the main guard.

## **Section III. PATROL SYSTEM**

### **24. General**

*a.* The patrol system is used in the main guard wherever practicable and is most suitable when large areas are guarded. Motor transportation is used whenever possible. The functioning of patrols is checked by timeclocks or periodic reporting by telephone, in person, or by other means, and by frequent inspections. If practicable, patrols are quartered together, generally at the guardhouse,

and a system of wire or radio communication is provided between patrols and the guardhouse.

*b.* Regulations for the duties, conduct, strength, and posting of the patrol elements of the guard are published by the commanding officer to suit local conditions.

## **25. Personnel**

The commanding officer determines the size of patrols. Certain key men may obtain guard duty permanently while the others may be detailed semi-permanently. Generally, each patrol consists of two guards.

## **26. Reliefs**

The daily tour for each patrol is ordinarily from 6 to 8 hours, and each relief is inspected before going on duty. The patrols move directly to their post, from the guardhouse. One patrol relieves another by meeting at a particular point at a prearranged time. The patrol relieved reports back to the guardhouse immediately.

## **27. Reserve**

A reserve large enough to meet any local emergency is maintained at the guardhouse. The commanding officer prescribes the strength and conduct of the reserve.

### **Section IV. FIXED POST SYSTEM**

## **28. General**

The fixed post system may be used to complement the patrol system. Normally, the fixed post guard is

changed daily, and guards are relieved at their posts every 2 hours. Usually, posts are covered on foot in this system.

## **29. Personnel**

The duties of all personnel in a fixed post system of interior guard duty are described in paragraphs 16 through 23.

## **30. Fixed Post Reserve**

Normally, the reliefs not on post are the fixed post reserve. It is large enough to meet any local emergency and is maintained at the guardhouse. The commanding officer prescribes the strength and conduct of the reserve.