

# **Safety Standard Operating Procedures**

*of the*

## **United States Volunteers**

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Safety Officer**

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*SAFETY IS EVERY PARTICIPANT'S RESPONSIBILITY! While units officers and NCO's are held responsible for the actions of their unit members, it still remains that EVERY UNIT MEMBER IS A RESPONSIBLE ADULT!*

**It takes two mistakes to make an accident. Someone doing something they shouldn't and someone not paying attention.**

## 1. ORGANIZATION.

A. Each member unit of the USV will have appointed, in writing, a unit safety NCO/OFFICER. At Company level, an experienced Sergeant who is slotted as Ordnance Sergeant for the company should fill this.

B. Each Battalion of the USV will have appointed, in writing, a SAFETY OFFICER at the rank of 1st Lieutenant. This officer will be slotted as Ordnance Officer for the Battalion.

C. The Brigade Headquarters will appoint, in writing, a BRIGADE SAFETY OFFICER, at the rank of 1st Lieutenant to serve as Brigade Ordnance Officer.

D. Each Company and Battalion will provide the name and mailing address of its respective SAFETY OFFICER/NCO to the Brigade Safety Officer. Any changes in appointment will be copied to the Brigade Safety Officer.

## 2. DUTIES.

A. It is the duty of the appointed Ordnance Officers and NCO's of the USV to actively and vigorously supervise the Safety Programs and Regulations set forth by the USV and the sponsor's of the event being attended. Specific duties of the USV Brigade Safety Officer/NCO during an event will include, but are not limited to the following:

1) Full-time duty of overall supervision of safety during the event. This includes safety supervision of USV units during maneuvers from behind the firing line.

2) Ensuring that company commanders and/or first sergeants *conduct safety briefings IAW the USV checklist prior to marching each day.*

3) Spot checking of cartridges and firearms during safety inspections. Canteens should also be checked and company commanders should be encouraged to see that their troops drink at least a full canteen of water *prior to marching* on particularly hot days.

4) Ensuring that USV accident/incident reports are promptly submitted as required.

5) Submitting a written after-action safety report to the USV commander including copies of all incident reports.

B. Accidents and incidents will be reported to respective unit Ordnance (Safety) Officer/NCO who will prepare and submit an incident report (see enclosed format in TAB F) to their Battalion Safety Officer who, in turn, will confirm the reported accident/incident and forward a copy of the report with comments to USV Brigade Headquarters for the Brigade Safety File. Each Battalion Safety Officer will maintain one copy of each report for the Battalion Safety File.

C. The Brigade Ordnance (Safety) Officer will maintain such reports along with follow-up reports from involved parties pertaining to the final results of such accidents/incidents.

D. Events attended by USV units, where no accidents or incidents are reported, will require preparation of a negative report for the unit file for liability insurance purposes. Respective Battalion Headquarters should retain copy as well. See TAB F for format and procedure.

E. USV units must include in their morning report at ALL EVENTS that a safety and firearm handling and firing procedure was briefed to all attending unit members prior to participation in event battles.

## 3. GENERAL.

A. All participants must be 16 years of age or older to carry any weapon, i.e., rifle, musket, carbine, pistol or edged weapon, on the battlefield at living histories or battle re-enactments.

B. Participants between the ages of 16 up to 18 years of age must have parental consent in writing and/or a parent present on the field in order to take part in events. Parental consent must be filed with Unit Ordnance/Safety Officer with a copy forwarded to Battalion Ordnance/Safety Officer.

C. Participants between the ages of 11 and 16 may serve as musicians and, where permitted by event sponsors, assist hospital stewards, run messages, etc. *THEY MAY NOT BE COMBATANTS!*

D. All USV personnel participating in any event WILL have a *FULL CANTEEN* of water with them and carry said canteen on their persons during *ALL* drill period, marches and battles.

E. It is recommended that all USV personnel drink at least a full canteen of water *prior to marching* during hot weather events. This practice has greatly reduced the incidence of heat-related injuries.

F. No-one will carry *glass bottles* of water in lieu of a canteen. Plastic bottles inside the haversack will be acceptable.

G. *THE WEARING OF EAR PROTECTION IS ENCOURAGED IN THE FORM OF A MODERN EAR PLUG WITH A SMALL BIT OF COTTON AFFIXED TO THE OUTER AREA IN ORDER TO SIMULATE SOMETHING A SOLDIER OF THE PERIOD MAY HAVE USED.*

## SOP - 1. SAFETY REGULATIONS.

### TAB B. CAMP SAFETY

1. FIREPITS WILL ONLY BE DUG IN ASSIGNED/AUTHORIZED AREAS. Only *one (1)* firepit will be dug per company street to measure no large than 2' x 3'.

2. Children must be under the supervision of a parent or guardian. Adults taking responsibility for someone else's children must have such permission in writing. Such permission should be retained by the Company Safety Officer/NCO for the duration of the event.

3. Anyone found under the influence of alcohol will not be allowed to take arms or enter battles.

4. The use of illegal drugs is prohibited. Any such incidents will be reported to local authority.

#### 5. HORSES

A. All horses brought onto site are required to have a current Coggins certificate, which will be checked by the Cavalry Commander.

B. Horses should be trained for gunfire and battle **BEFORE THE EVENT. DO NOT BRING UNTRAINED HORSES TO ANY EVENT!**

C. HORSES WILL NOT be ridden through infantry company streets.

D. Horses will only be picketed in areas designated by event sponsors. When allowed, command and staff mounts will be as close to USV Headquarters as terrain and safety permits.

6. **NO LITTERING!** USV units should leave areas in a better condition than found.

7. NO gunfire in camps unless on order of authorized officers.

8. It is recommended that a full water bucket be kept adjacent to campfires at all times.

9. No one will place any material into fire pits **OTHER THAN FIREWOOD**. This includes trash, soda cans, etc. All trash and litter should be kept in trash bags out of sight until the end of the event. **Carbonated beverage cans in particular will not be stored or consumed in the area of any fire pit. AN UNOPENED CAN ACCIDENTALLY DROPPED INTO A FIRE PIT CAN BECOME A BOMB THAT CAN CAUSE SERIOUS INJURY OR DEATH TO ANYONE IN THE IMMEDIATE AREA.**

10. All non-period containers or packages will be kept out of sight in tents and specifically away from campfires

## SOP - 1. SAFETY REGULATIONS.

### TAB C - WEAPONS SAFETY

1. Weapons will be inspected for safety by EACH COMPANY COMMANDER AND/OR COMPANY ORDNANCE/SAFETY OFFICER/NCO prior to each event.

2. NO modern firearms OF ANY KIND, rifle, pistol or shotgun are allowed.

3. NO Hawken, Zouave, Kentucky, Plains or Flintlock firearms are allowed.

4. Infantry rifles will be 3 banded percussion Springfields or Enfields ONLY.

5. Cavalry will be equipped with carbine, pistol and saber.

6. Exceptions to these rules would be units that carried breechloaders historically.
7. Sidearm are to be carried by officers only. Units that document the issue of pistols to enlisted personnel may carry such. **HOWEVER, THEY WILL NOT BE LOADED.**
8. **NO LIVE AMMUNITION IS PERMITTED ON SITE!** Cartridges must be of lightweight paper, in period style. **NO penny wrappers, staples, wonder wads, etc. as these become projectiles if loaded!!**
9. Cartridge papers will not be loaded. Powder will be poured and paper discarded.
10. Recommended loading charges are:
  - 54-58 cal - load 60 grains maximum.
  - 69 cal - load 80-90 grains
  - carbines - load 60 grains
  - pistols - load 30 grainsExperience has shown that any excessive powder is simply blown out the barrel unburned and wasted, creating a potential safety hazard.
11. ***FIREARMS WILL NEVER BE AIMED DIRECTLY AT ANY PERSON OR ANIMAL!***
12. Firearms will not be discharged at a range inside 25 yards. Inside 40 yards, **ALL FIRINGS WILL BE ELEVATED** so as not to endanger any combatant or animal. Use "Rule of Thumb" to establish range.
13. **NO** gunfire in camps unless on orders of authorized officers.
14. Fingers should be kept **OFF** the trigger and outside the trigger guard when moving. **DON'T PLACE YOUR FINGER ON THE TRIGGER UNTIL YOU ARE READY TO FIRE!**
15. Fouled muskets will be taken 20 paces to the rear of the line of file closers with the unit sergeant/safety NCO to clear.
16. Ramrods **WILL NOT** be drawn on the battlefield as they become projectiles if left in the barrel. **ONLY** the file closer/safety NCO may draw a ramrod to check a firearm on the field.
17. Tompions will be left in camp. Any tompion found during safety inspections will be taken and given to your overall commander. You may reclaim it after the event.
18. No participant under the age of 16 years will be allowed to carry or fire a firearm or serve on a cannon crew.
19. **NO** sheath knives will be worn or carried into battle.
20. Bayonets will not be fixed except for drill demonstrations or stacking of arms.
21. **FIREWORKS**, of any type are prohibited.
22. When at "Rest", **DO NOT** place your hand(s) at any time over the muzzle of a rifle, loaded or unloaded. An accidental discharge could cause severe injury.
23. If it is necessary to recover from the "Aim" position, lower the hammer from the full cock position by placing the "crook" of the thumb over the hammer spur and gently bringing the hammer to "half-cock". Be especially observant of the position of the muzzle.
24. At the conclusion of "live" firing in the field prior to return to camp at the end of the day, **ALL** firearms (*including officers' revolvers*) will be primed and discharged on command to insure that no unburned powder remains in firing chambers.
25. During loading of the rifle-musket, the hammer **SHOULD LEFT IN "FIRED" POSITION** *with a musket cap in place while charging with powder*. This precludes the possibility of air coming in through the nipple, mixing with a spark left in the barrel and causing a premature discharge as powder is being poured down the barrel. Failure to adhere to this procedure is one of the chief causes of flashes and subsequent burns during loading!
26. **HAND TO HAND AND CLOSE COMBAT.**
  - A. While there is to be no unauthorized hand-to-hand combat, the following guidelines are for safe "close quarters combat" when opposing units meet on the field.
    - 1) Musket butts should not be raised above waist level.
    - 2) Muskets should be held at "present arms" position for the defensive and "port arms" for the offensive.

- 3) Lunging with musket muzzles is prohibited.
- 4) Pistols must not be discharged at close quarters.
- 5) Sabers should be used with sheaths at close quarters.

B. Rear rank soldiers must keep the first and second bands of their muskets aligned with the first rank soldiers' shoulders and ***most importantly must not step back when firing*** as this will move their musket muzzles too close to the first rank troops.

C. Firearms should be discharged before taking a "Hit".

D. Show respect for our individual units. Taking of Colors will not be done unless agreed upon prior to battle. Units desiring such a portrayal must agree and overall Union and Confederate Commanders must be made aware and agree to such actions.

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## SOP - 1. SAFETY REGULATIONS.

## TAB D - ARTILLERY

### 1. FEDERAL ARTILLERY ORGANIZATION

- A. All attending units will be assigned to the Artillery organization formed for a particular event. Units wanting to be assigned to a particular Infantry Brigade must obtain permission from the Chief of Artillery and the Commanding General.
- B. All attending units will be assigned to Batteries. Batteries will be assigned to Battalions.
- C. The Chief of Artillery will choose Battery and Battalion commanders on individual experience and past performance of leadership at previous events.
- D. All attending units will participate in all safety inspections, drills, demonstrations, battle formations and camp duties that they may be assigned.
- E. The Chief of Artillery will assign staff positions.
- F. All attending units with less than six guns will be organized into Batteries. Existing officers of the attending unit will be utilized in these batteries. Excess officers will be asked to perform positions and duties where needed.
- G. Officers are expected to have knowledge of their duties and be prepared to perform duties of their rank. This may mean temporary assignments with duties of their rank in other Batteries than their own.
- H. The Chief of Artillery will be chosen by the Federal Commanding Officer.
- I. The Chief of Artillery must approve all officers above the rank of Captain. **No walk on Regimental Grade Officers, i.e. Maj, Lt. Col. Or Col.**
- J. NCO's of Regimental rank will be assigned duties of their rank, i.e. Ordnance Sgt., Quartermaster Sgt. or Sgt. Major.
- K. Company grade NCO's will be expected to perform duties according to their rank. Surplus NCO's may be asked to perform as cannoneers.
- L. All officers will be required to attend their appropriate meetings. Meeting will be held at four different levels. Meetings will have designated meeting places and times posted. Remember that information has to flow down the chain of command as well as up the chain of command.

Meeting levels:

Staff – Staff members only

Division – Staff and Battalion officers

Battalion – Battalion and Battery officers

Battery – Battery and Section officers

M. All horse drawn guns will be organized into a Battalion or Battery to serve together. The Chief of Artillery will choose the commander of this unit. This unit at many times will be under the direct authority of the Commanding General and the Chief of Artillery due to their needs of deployment on the field.

N. Morning Reports and other paper work will be issued daily and turned in at Battery headquarters, consolidated, then sent to Battalion headquarters and then sent to Division headquarters. Times will be posted when paper work is to be turned in.

## 2. ACCEPTABLE ARTILLERY PIECES

Full scale No. 1 or No. 2 carriage with 57-inch wheels. Full scale original or reproduction, 6 pounder smoothbore or rifled, 12 pounder smoothbore or rifled, 12 pounder Napoleon, 12 pounder howitzer, 2.9 inch Parrot rifle, 3 inch Parrot rifle, 3 inch Ordnance rifle. Other types will be accepted if tube and carriage are of proper period type. A photograph accompanying registration form would help guarantee acceptance. On all carriages, cheeks and trunnion straps must be thoroughly bolted; all cheeks must be through bolted to trail. **NO LAG BOLTS.**

Reproduction gun bores should be lined with seamless steel tubing with a minimum 3/8 inch wall thickness and yield a strength of 85,000 PSI or greater. Breechplug should be expertly installed by a competent manufacturer. San colored bored are not acceptable. The vent should be lined with a threaded vent liner similar to an original gun vent liner in order to provide an unbroken passage through the casting and the liner into the bore. Original gun bores should be lined or tested for metal strength by a competent metallurgy company. All tubes and carriages must be free of rot, rust and in good working order to be acceptable. **NO MOUNTAIN HOWITZERS, SUB-SCALE GUNS OR MORTARS unless approved for certain rare uses by Federal forces in the Eastern Theater of Operations.**

## 3. ACCEPTABLE ARTILLERY LIMBER AND CHEST

Full scale limber carriage and chest with 57-inch wheels. Limber chest should be constructed and resemble an original in looks and size. The chest is used to contain prepared rounds and small equipment. The chest should have a center divider and a removable tray for small equipment. Friction primers are not to be stored in the limber chest (see ignition devices). The chest should have a self-closing lid restricted to opening at no greater than 80-degree angle. The lid chest should be arched as the original to repel water. The chest lid should be covered with heavily painted canvas or copper (copper preferred). The chest lid should seal the chest with a lip all the way around as the original. This will prevent sparks from entering the chest and exploding the rounds inside. **NO** flat top lids without lip to seal the chest will be allowed. The chest must be provided with a hasp and lock. The chest is to be kept locked when not serving ammunition. The interior of the chest must be constructed with non-ferrous materials (copper nails). If ferrous nails or screws are used, they must be countersunk and heads puttied over. The chest must be kept clean and free from loose powder. No bulk powder or unauthorized equipment should be stored in the chest (Cordless electric drill, hammer, screwdriver, pliers or other things that could cause sparks). Only the Chief of the Piece or Number 6 should be responsible for opening or locking the chest. No one else, regardless of rank, should be allowed in the chest except during inspections.

## 4. ARTILLERY EQUIPMENT NEEDED

2 – Priming wires or vent picks

Brass or non-ferrous metal. Should be shortened or leather wrapped around the shaft so point of wire is restricted from hitting bottom of bore. A priming wire that is too long could cause a pit in bottom of bore over time.

1 – Gimlet

Used to extract spent primers or clear vent.

1 – Vent punch

Used to drive stuck primers from vent when gimlet will not remove a spent primer

2 – Vent brushes

Used to clean debris and sparks from the vent. Bristles should be firm and shaft unbent

2 – Thumbstalls

Used by Number 3 to seal the vent during loading and sponging

2 – Tube pouches

One used by Number 3 to hold spare lanyard, priming wire, gimlet, vent brush and any other tools needed to clear the vent in the event of a failed primer. One used by Number 4 to hold primers and lanyard. **Optional:** A third tube pouch used by Gunner to hold fuse punch, sight and other equipment used by Gunner.

2 – Lanyards

Used by Number 4 to fire the gun

2 - Pair of welders gloves

Used by Numbers 1 and 2 for protection during loading

1 – Syringe or CO2 fire extinguisher with adapter to fit vent diameter

1 – 60cc or larger medical syringe, ear syringe or a device capable of injecting water into the vent in the event of a misfired round must be pulled through the muzzle. CO2 fire extinguisher can be used to blow misfired round out of bore through the vent.

1 – Gunners haversack

Used by Number 5 to transport rounds from the limber chest to the gun.

Optional item

A towel may be used to wipe off sponge and stave.

## 5. ARTILLERY IMPLEMENTS NEEDED

1 – Worm

Used to clean foil from breech. Must be close fitting in the bore, points fairly sharp and turned to just outside the twist of the worm. Stave should be ash or hardwood.

2 – Sponge-Rammers

Used to extinguish sparks in the breech. Sponge must fit bore tightly, show no signs of wear and be clean of foreign matter. Sponge cover material should be wool carpet or sheepskin. Nails used to attach the sponge to the sponge-head should be copper, bronze or non-ferrous metals. Rammer-head should be securely attached to the stave with a hardwood dowel. Nails used to attach the copper band on the rammer-head should be copper, bronze or non-ferrous metals. Stave should be ash or hardwood. The second sponge is used as a spare or dry sponge.

2 – Trail handspikes

Used to move the trail of the piece during sighting. Other uses: Remove barrel from carriage, lift carriage to remove wheels.

1 – Sponge bucket

Used to hold water to wet the sponge after the gun has been fired.

**Optional**

1 – Tar bucket

Attaches to the limber. Used to hold grease for the wheels.

## 6. ACCEPTABLE ARTILLERY ROUNDS

All rounds must be triple wrapped in heavy-duty aluminum foil. No staples or tape of any kind. Rounds must not leak powder. No long twist of foil on the round as this could become a projectile. Use black powder only, **NO** modern smokeless powder. Black powder used to make rounds should be cannon grade; 1F, 2Fa or 3Fa only. All rounds should not exceed 3 ounces of specified black powder per inch of bore diameter. Plastic bags are not recommended for use in making rounds because melted plastic could plug the vent and coat the breech, totally disabling the gun. Flour should only be used in large size bore guns (12 or 24 pounder guns). Flour is not recommended for small bore size guns (6 pounder or 3-inch guns). The flour must be rolled in a separate aluminum foil cup, then placed inside the powder round on top of the powder. The two are then folded shut to form one round. The round must be marked to show which end contains the flour. **NO** separate flour and powder rounds will be allowed. It is recommended that rounds be made in a safe environment before coming to an event. Bulk powder has many possible hazards in the field; with campfires and smokers everywhere, the safe environment is hard to control. It is recommended that rounds be kept in individual cardboard tubes or non-ferrous similar substitute. This will protect them from damage and powder leaking into the limber chest. **Remember:** when transporting bulk powder, follow Local, State and Federal regulations.

## 7. ACCEPTABLE IGNITION DEVICES

Reproduction friction primers, Hidden locks, Parrot locks or locks using .22 caliber blanks. Friction primers or blanks should be stored in a safe, non-ferrous container outside of the limber chest. Never store friction primers or blanks inside the limber chest tray. A faulty primer or blank could explode the limber chest. Friction primers or blanks needed for firing should be placed in the tube pouch only and carried by Number 4. When firing is finished, return unused primers or blanks to the safe, non-ferrous container outside the limber chest. **No locks using musket caps and a nipple will be allowed. The vent cannot be properly cleaned with this firing device.**

The lanyard used to ignite friction primers or activate a lock must be long enough to allow the Number 4 cannoneer to stand outside the wheel and out of the way of recoil.

## 8. ACCEPTABLE ARTILLERY DRILL

The most commonly used manuals are the 1861 or 1864 Field Artillery manual, Patton's manual, N.P.S. manual or Artillery Association Manual.

While artillery drills may vary somewhat, all must be approved by the Chief of Artillery or his appointed representative at each event. These are the minimum steps that all drills must include:

Brush vent; Stop vent; Worm – until all debris is removed; Sponge – Damp, not soaking; Sponge – again, without wetting the sponge this time, or a dry sponge; Advance the round; Ram – Do not crush the powder or break the round in the bore. You can only get a round so tight, after that you are asking for trouble; Sight the piece – Take your time with this step; Ready; Prime; Prepare to fire; Fire.

3 minutes between rounds is recommended. The use of a stopwatch is discouraged. The Cannoneers attention may be lost waiting on a watch causing an unsafe situation. Take your time with each step of the drill and it will take 3 minutes between rounds.

## 9. FAILED PRIMER DRILL

It is important that Number 1 and Number 2 have their eyes fixed on the muzzle of the gun. That will help them determine whether the gun has fired or not. When the gun fails to fire, Number 1 or Number 2 whose eyes should be fixed on the muzzle or anyone who realizes that the gun has not fired should immediately call out:

**DO NOT ADVANCE, THE PRIMER HAS FAILED**

No-one should move for a **minimum** of 3 minutes before an attempt is made to reprime the gun. Once 3 minutes have elapsed, or longer if the Gunner or Number 2 feels more time is needed, the Gunner commands:

**TIME HAS ELAPSED. NUMBER 2, ADVANCE AND REPRIME THE PIECE**

If troops are in the Safety Zone, Number 1 places the sponge on the hub of the wheel, his body in line with the front of the wheel. Number 1 should be responsible for watching the Safety Zone while the gun is reprimed. Number 1 may have to catch the attention of Infantry troops by placing the sponge horizontal over the head and moving it up and down for a more visible signal. Number 2 slides around the front of the wheel, hugging the wheel. He places himself between the wheel and the barrel, near the axle housing. Number 3 advances his body outside the hub, in line with the axle housing. Number 3 must not push Number 1 forward. Number 4 also advances his body to outside the hub in line with the axle housing.

Number 2 must now determine why the gun did not fire. He receives from Number 3 the gimlet or tool he needs to clear the vent. Number 3 makes sure he hands the gimlet or tool to Number 2 over the top of the wheel, so that Number 2 does not expose himself to the vent or the muzzle. After the vent is clear, Number 2 receives the priming wire from Number 3 over the top of the wheel as before. Number 2 should always hold priming wire or gimlet between thumb and forefinger, never placing thumb or finger through the ring. Number 2 should drop priming wire into the vent to see if the round is against the breech, then push priming wire into round. Number 2 returns priming wire to Number 3 over top of the wheel. Number 2 then receives from Number 4 a prepared primer. Number 2 inserts primer into vent and holds lanyard until Number 4 is in position. Number 3 moves back into position when Number 4 moves. Number 2 slides around the front of the wheel, hugging the wheel until outside the wheel. The Gunner should be closely watching every step of this whole procedure. He is responsible that no mistakes are made. Number 2 then commands:

**READY**

Numbers 1 & 2 drop into the Ready position and the Gunner commands:

**PREPARE TO FIRE – FIRE**

If Number 2 determines that the round is not against the breech, or after 3 primers have failed to fire the gun, the round can be wormed from the bore or blown out by CO2 fire extinguisher. The vent and bore must be thoroughly flooded with water first. Be sure to have a clear front before pulling the round. This whole procedure is dangerous. Take your time and be careful.

## 10. ACCEPTABLE ARTILLERY UNIFORMS

Federal Artillery uniforms and accoutrements were nearly identical to Federal Cavalry with the exception of trim color on the Artillery shell jacket, which was red. Some uniforms were of special design according to the state, but all Federal uniforms generally consisted of the following:

Officers: Coat – sack coat, frock coat or non-regulation officer's coat. **NO** enlisted man's shell jacket with shoulder straps. Trousers – Sky blue or dark blue. Hat – Forage cap, kepi or slouch hat. Shoes – Jefferson brogans or period boots. Accouterments – Sash, saber, saber belt, haversack, canteen, revolver and revolver holster. Federal officers usually wore a saber and sash as a badge of rank.

Enlisted: Coat – 4 button sack coat or shell jacket. Trousers – sky blue. Hat – Forage cap or slouch hat. Shoes – Jefferson brogans or period boots. Accouterments – Haversack, canteen, saber belt.

**Optional** saber, revolver and revolver holster.

Canteens will be mandatory for all Artillerymen regardless of rank. Non-issue clothing or gear such as neckerchiefs, animal parts, knives, etc. will not be allowed unless pictorial or written documentation is presented to the Chief of Artillery for his approval.

## 11. ARTILLERY WEAPONS

Revolvers and sabers are not recommended for enlisted personnel. They can get in the way of the operation of the gun. If they are carried, they must standard Federal issue for Light Artillery. The use of proper saber belt and holster is required to carry a revolver or saber. **NO** revolvers sticking in the belt with no holster. Permission for firing revolvers must be obtained from the Chief of Artillery. Revolvers can only be fired under the supervision and by command of the Battery commander. Cannoneers firing revolvers must be at least 25 yards in front of the limbers. There will not be any individuals firing revolvers at will. Revolver safety is addressed in TAB C Weapons Safety of this Safety SOP and must be followed. All revolvers brought to an event must be inspected in an **UNLOADED CONDITION** by an Artillery Safety Inspector or a USV Safety Inspector before they will be allowed on the field.

## 12. PARKS / GUARDS

Parks will be formed when transportation of guns from camp to battery positions warrants its necessity. Guns will be parked with Battery camps if possible, but at large events a Division park will be necessary. Guard mounts will be posted for security and safety of the guns and ammunition while in park. Requests for Guards will be made so as not to put a burden on any one unit. Remember, when on duty as a Park guard, you will be watching all the guns, not just yours. A wall tent may be set up to be used as an office area for the guard. Guards posted during the night time hours should have reliefs sleep in this area.

## 13. ENCAMPMENTS

Camps will be laid out according to the 1861 or 1864 Artillery regulations, either Type or Type 2 layout or field bivouac. Each Battery commander will decide the layout for his battery camp. All units assigned to said Battery must comply with the chosen layout.

### TENTAGE:

Battery commanders – One wall tent and fly. To be used as sleeping quarters and office area for the Battery.

Section commanders – One A tent or shelter tent. **Optional** Wall tent & fly.

Enlisted – One A tent, shelter tent or bivouac under the gun tarp. **No** wall tents will be allowed for use by enlisted personnel.

Mess and supply tents – They have their places in both layouts and may be used.

Dependent camping – Will be determined by the Commanding General, Chief of Artillery or the Battery Commander. Provisions will be slightly different at each event, but we will try to accommodate your families. Many times you will be camping with people you have never met or served with before. Please treat them and their families the way you would like to be treated.

## 14. RULES OF ENGAGEMENT

A. Guns will be fired in designated Battle areas and Demonstration areas only. If a gun is fired for colors, a Safety area will be marked off and Safety guards will be posted. Firings not scheduled must be approved by the Chief of Artillery. **No one will let one rip because they are bored or they want to wake everyone up.**

- B. A safety Zone of 50 yards in front of the guns will be maintained whenever the guns are firing. If troops come within this Safety Zone, an immediate cease-fire must be given. Pay close attention to this Safety Zone so you do not get caught with loaded guns and troops within the Safety Zone.
- C. When a gun has a failed primer or is loaded and troops are within the Safety Zone, Number 1 should place the sponge on the hub of the wheel. Number 1 may have to catch the attention of Infantry troops by placing the sponge horizontally over his head and moving it up and down for a more visible signal. To avoid confusion of Infantry troops, this signal should only be used when troops are within the Safety Zone. Do not use this signal for every round loaded or to play a fast one on the opposing forces.
- D. The best Safety regulation in this Safety SOP is the use of Common Sense. Use it freely. The only good reenactment is one in which no-one is hurt.

## SOP –1 SAFETY REGULATIONS

## TAB D(1) MOUNTED ARTILLERY

### 1. BATTLEFIELD CONDUCT

- A. Mounted Drivers and Teams may not be armed or engage in any form of mounted combat.
- B. All mounted gun teams, limbered and unlimbered, must obey the commands of the Chief of Artillery and his designated officers. Mounted artillery will be combined into sections and batteries wherever possible.
- C. New and inexperienced teams should not be hitched to equipment on their first exposure to massed troops and firing. They should be harnessed in pairs and led gradually on to the battlefield during their first battle with outriders and/or horseholders to steady and test each pair's reaction to the environment.
- D. Teams, which, in the opinion of the Chief of Artillery or his Mounted Officer, require assistance, will use outriders and/or outwalkers (horse holders) on foot to assist in control of the team(s).
- E. No cannoneers will ride the limber chests at gaits above a Walk, on or off the battlefield.
- F. No more than three cannoneers may ride any single limber chest.
- G. Steep downhill movement will be done at a walk with either a prolonge rigged as a brake (held back by the crew) or with the wheel lock chain fixed on the towed vehicle. Cannoneers must not ride limber chests during steep downhill movement.
- H. Uphill movement which required any gait faster than a walk will be preceded by outriders(s) or other personnel to arrange a clear path for the detachment. Cannoneers must not ride limber chests during steep uphill movements.
- I. **No** gear (such as canteens, haversacks or packs) will be placed on the limber chests in any fashion, which will allow the gear to swing into the wheels of the vehicle. Driver's canteens and haversacks **must** be placed on the off horses.
- J. **No** driver will **take a hit** off a team horse without it being a part of a pre-planned scenario approved by the Chief of Artillery which scenario must include a replacement driver being present. Wheel and lead drivers must **never take a hit** from their mounts.
- K. No list of rules or guidelines can completely address all situations. The Chief of Artillery or his designated Mounted Officer will make the final decision in any situation involving artillery horses, riders or practices.

### 2. RULES OF CAMP ROUTINE

- A. No artillery horses or teams will ride into non-mounted camps. Drivers will mount/dismount in the area of the mounted Artillery Park or their picket area. No movement in or about camped areas will be allowed at a gait over a **Controlled Walk**.

- B. Inexperience riders and green teams will be identified to the Chief of Artillery by the senior officer on the unit proposing the team and/or rider prior to any mounted activity at the event, including training.
- C. No person under the age of 16 will mount a horse in any mounted capacity with the Mounted Artillery without specific authorization of the Chief of Artillery and the Commanding General.
- D. Horses will be camped at or near the Mounted Artillery camp unless alternative arrangements have been made in advance with the Chief of Artillery and the Commanding General.
- E. Picket line watches will be detailed during the hours of darkness and at any other time the Chief of Artillery or his designated Mounted Officer deems it necessary for the physical safety of the horses or event spectators.
- F. Physical abuse of horses in violation of state laws prevailing at event sites will be ground for immediate expulsion from the event.
- G. Horses participating as or with Mounted Artillery must have a valid current copy of the Coggins test as a minimum and any additional health papers as required by state travel laws or event sponsors.
- H. Horses will be ridden on event grounds only by drivers and artillery personnel designated by the Chief of Artillery or his designated Mounted Officer. **Civilians, spectators, children and visitors will absolutely not be allowed to mount any horse.**
- I. No horse will be allowed to be picketed in any vehicle parking area at any time.
- J. Stallions will not be allowed to participate in any event in any manner.

### 3. FEDERAL MOUNTED ARTILLERY ORGANIZATION AND STRUCTURE

- A. All units registering as Federal must be prepared to field themselves as part of mounted sections, half or full batteries.
- B. Unit commanders may serve as mounted gun commanders as NCO's with the teams(s) and the crews which they field.
- C. The designated Mounted Officer or the Chief of Artillery will appoint Section, Battery commanders and/or NCO's based on individual experience and past performance of leadership at previous events.
- D. The designated Mounted Officer or the Chief of Artillery may assign or require outriders and/or outwalkers for horse teams based upon individual experience and past performance of the teams at previous events.
- E. No Mounted Artillery unit may register as a sub-unit of an Infantry organization . Registration signifies willingness to cooperate with the overall direction of the Mounted Artillery at the event. The Chief of Artillery or his designated Mounted Officer may detach sections or pieces to act as supporting guns when appropriate.
- F. All registrants accepted as Mounted Artillery will participate in all drills, demonstrations, battles and camp routines. Reasonable cause for absence from any artillery activity will be determined by the Chief of Artillery, his designated Mounted Officer and the senior member of the detachment involved.
- G. The contact individual registering any Mounted Artillery detachment(s) will be responsible for informing the detachment(s) of the conditions stated within these Safety Regulations concerning **Battlefield, Camp Routine, Organization, Uniforms, Harness and Equipment**. Any individual or group in violation of these rules will be removed from the event.

### 4. ACCEPTABLE MOUNTED ARTILLERY UNIFORMS

- A. All Gun Detachments will follow the basic artillery inform guidelines as set forth in Section 10, Acceptable Artillery Uniforms TAB D Artillery.

- B. Artillery drivers are advised to wear reinforced sky blue kersey trousers. All drivers will wear leather artillery leg guards.
- C. Artillery drivers will wear Forage caps with **functional** chin straps on the battlefield. No loose slouch or Hardee hats will be worn on the battlefield. Loose hats may be worn for parades, reviews or demonstrations.
- D. Artillery drivers and mounted personnel are advised to wear black artillery boots or military riding boots or period design. Military spurs are optional, but no recommended.
- E. Canteens will be mandatory for all Mounted Artillerymen, on foot or on horse, regardless of rank. All Artillery driver's haversacks and canteen will be placed on the off-horses, not on the driver.
- F. In the interest of achieving the advancement of Mounted Artillery in general, uniforms and equipment do not have to be absolutely correct. Each unit or individual will be inspected for reasonable Federal standards prior to taking the field. Those units or individuals not meeting the minimum qualifying standards will be given the opportunity to correct the disqualifying item(s). The same will apply to horse tack.

## 5. MOUNTED ARTILLERY WEAPONS

- A. All Gun Detachments will follow basic artillery weapons guidelines as set forth in section 11 Artillery Weapons, TABD Artillery.
- B. Drivers will not carry weapons except for parades, reviews or demonstrations.
- C. Mounted cannoneers will not carry weapons except for parades, reviews or demonstrations.

## 6. HORSE HARNESS AND TACK

- A. All saddles will be of Federal issue patterns. Grimsley for harness/team mounts and Grimsley or 1859 McClellan for outriders, guidons, buglers and NCO's. Other plausible saddles may be used with documentation for officers.
- B. Saddle blankets will be blue or red wool with orange or dark blue trim respectively.
- C. Required team equipment – harness and tack will consist of:
  1. Sturdy military tugs
  2. Breaching
  3. Headstalls
  4. Cruppers
  5. Tug hangers
  6. Brake straps
  7. Military style open metal stirrups
  8. Pole chains or pole straps
  9. Pole yoke
  10. Pole pad
  11. Military reins
  12. Military curb bit and curb chain

Surcingles will be used on all ridden horses. Artillery halters and leads or Cavalry halters and leads may be used. Leather is to be black.

- D. Pairs will not be linked at the bit or halter to be driven. Pairs may be linked with "breakaway" links in other harness locations but not at the heads.
- E. Horse breeds and sizes should be compatible with Civil War era horses. Appaloosa, spotted and other colors unavailable to Civil War usage will not be permitted.
- F. Bed rolls, feed bags, horse collars, Artillery watering bags and other horse furniture will conform to the types in common use during the Civil War.

- G. No field equipment of Indian War era or later (i.e. WWI or WWII) will be allowed for use on the field. Passable and safe visual substitutes will be tolerated for temporary use of detachments in their first year of service.
- H. Absolutely no Western or English riding equipment will be allowed for use in a Civil War era event.
- I. Questionable equipment will be inspected by the Chief of Artillery, his designated Mounted Officer or the Safety Officer for acceptance. The decision of the inspecting officer(s) will govern the use of the equipment in question.

SOP - 1. SAFETY REGULATIONS.

TAB E - CAVALRY

1. RULES OF ENGAGEMENT

- A. The use of excessive force in saber contact will not be tolerated.
- B. No-one will allow a drawn saber blade to drop beyond 45 degrees from the vertical when at 25 yards or less to the opposing force.
- C. Striking an opponent horse or rider with any weapon is prohibited.
- D. Grabbing or holding any portion of an opponent's person, uniform or horse equipment is prohibited.
- E. Bringing any weapon other than a saber (i.e. firearms) to bear upon a saber contestant in close quarters is prohibited.
- F. Continuation of the attack after any participant in the engagement has been unhorsed is prohibited.
- G. All carbines and revolvers will be elevated above the opponent's head when discharged at ranges of 25 yards or less.
- H. During dismounted engagements, troopers mounted or dismounted will not charge horse holders or otherwise engage in activities *that may spook horses linked together*.
- I. All cavalry combatants mounted and dismounted shall obey the commands of the cavalry commander and his designated platoon leaders.
- J. No cavalry combatant will deliver weapons fire within 25 feet of an artillery piece or limber.
- K. No mounted cavalryman will ride between a limber box and its associated artillery piece.
- L. The signal for a loaded artillery piece is implements crossed on the barrel. If this signal is observed or the artillery crew is waving combatants off - *stay away from the piece*. Always ride behind the artillery piece and limber box when crossing the field of fire of fixed or mobile artillery.

2. RULES OF CAMP ROUTINE

- A. Anyone having a horse on the picket line will be present in the horse camp during the hours of darkness or have a designated stand-by *identified to the cavalry commander of the camp*.
- B. No one will ride or lead a horse into the camps of infantry, artillery, civilians or sutlers.
- C. All horses will be dismounted prior to entering any authorized camp area and led into the designated picket area. With the exception of a designated combat area, *absolutely no mounted individual will allow a horse to enter a camp area above the gait of a controlled walk*.
- D. Inexperienced riders and green horses will be identified to the cavalry commander by the unit senior member present prior to participating in any aspect of the event.
- E. Picket line watches will be detailed during the hours of darkness and at any other time the cavalry commander deems it necessary for the physical safety of the cavalry units or event spectators.
- F. No person under the age of 16 will mount a horse as a combatant or serve in a mounted capacity of any type unless specifically authorized by the cavalry commander and the overall Federal army commanding officer.
- G. Physical abuse of horses as specified by the state laws prevailing at the event will be grounds for immediate expulsion from the event.

H. Horses will be ridden on the event grounds only by troopers or staff designated by the command adjutant. *Civilians, spectators and visitors will absolutely not be allowed to mount any horse.*

I. All horses will be picketed in the designated cavalry camp with the exception of staff horses designated by the command adjutant.

J. No horse will be allowed to be picketed in any vehicle parking area at any time.

K. Any horse entering an event must have a valid current copy of the Coggins test. A health certificate may also be required by the event sponsors.

L. Stallions will not be permitted to participate in any event in any manner.

M. Any horse drawn conveyance must be approved by the event sponsors prior to the event.

N. No list of rules or guidelines can completely address all situations. The cavalry commander will have the final decision in any situation or dispute involving horse, rider or dismounted cavalry trooper.

### 3. FEDERAL CAVALRY ORGANIZATION AND STRUCTURE

A. All units registering as federal must instruct unit members to be prepared to field as troopers with no rank insignia present on their person.

B. Unit commanders may serve as platoon leaders or squad leaders as an NCO if the unit fields more than 12 combat troopers.

C. The designated cavalry commander will appoint cavalry officers and NCO's based on individual experience and past performance of leaders at previous events.

D. No mounted unit will be allowed to register as couriers for infantry units or infantry escorts. Acceptance of registration is for Federal combat cavalry only. Individuals desiring to act as staff personnel must obtain consent of the cavalry commander and the overall Federal commanding officer.

E. The Federal commanding officer's adjutant will decide on the scene the need for couriers or escorts and inform the cavalry commander. The cavalry commander will detach selected members from the combat force to fulfill these duties.

F. All registrants accepted as cavalry will participate in all drills, demonstrations, battles and camp routines. Reasonable cause from absence from any cavalry movement will be determined by the cavalry commander and the individual's senior member of the registered unit.

G. The contact registering any cavalry unit will be responsible for informing the unit of the conditions stated within these rules for *engagement, camp routine and organization*. Any individual or unit found in violation of the rules will be removed from the event by security officials.

### 4. UNIFORM GUIDELINES

A. Trousers must be of sky blue kersey or dark blue wool.

B. Shell jackets will be US mounted services, 4 button sack coat or 9-button roundabout. Color is dark blue.

C. Hats will be federal kepi or forage type for officers and forage cap for enlisted. Hardee hats are acceptable.

D. Footwear will be black riding boots of the 1860's era or period brogans. Spurs are optional.

E. Shirts, socks, vest and other miscellaneous clothing will be of period issue or homespun.

F. All leather accouterments will be 1860's civil war Federal issue and black in color.

G. Carbines will be breech loading Federal issue.

H. Sabers will be period Federal issue only.

I. Revolvers will be period Federal issue. It is desired, but not absolutely necessary that each trooper be equipped with revolver, saber and carbine.

J. Canteens will be required for every Federal cavalryman on the field.

K. In the interest of achieving a large Federal turnout, the uniforms and equipment do not have to be absolutely correct. Each unit or individual registered will be inspected for reasonable Federal standards

during the weapon safety inspection prior to taking the field. Those individuals not meeting minimum qualifying standards will be given the opportunity to correct the disqualifying items. The same standards will apply to horse tack.

L. Non-issue clothing or gear such as neckerchiefs, coon tails, feathers, bowie knives, shotguns, leggings, slouch hats, etc. will not be allowed.

M. The cavalry commanding officer will appoint a weapons safety officer to inspect all arms of every participant prior to taking the field for any event or maneuver. Any weapon found to be unsafe or defective will be disqualified from use. The participant carrying a disqualified weapon must demonstrate repair or replacement to the designated safety officer prior to camp departure for an engagement or enter the engagement without the arm in question.

## 5. HORSE TACK

A. All saddles will be of 1859 McClellan Federal issue. Officers will be allowed Grimsley's or types documented to be used by Federal officers.

B. Saddle blankets will be the blue wool with orange trim band issued for Federal use.

C. Required equipment will be headstall, military curb bit with curb chain, halter, lead line, link strap, military reins and surcingle. All leather is to be black. Breast straps and cruppers are optional.

D. Horse breed or gaited horses are at the rider's discretion. However, no spotted horses, Appaloosa or colors unacceptable to civil war era use will be permitted.

E. Bed rolls and other horse furniture will conform to the types in common use during the Civil War.

F. No field equipment of Indian War era or later will be authorized for use on the field. Modified 04 equipment will be tolerated for temporary use by troopers in their first year of service on the field.

G. Absolutely no western or English riding equipment will be authorized for use in a Civil War era event.

H. Questionable equipment will be inspected by the cavalry commander and the senior NCO in the camp for acceptance. The decision of the inspecting officers will govern the use of the equipment in question.

## 6. HORSES FOR STAFF, MOUNTED ESCORTS AND MUSICIANS

A. All mounted escorts will be assigned to headquarters picket area for duty. Duties include, but are not limited to:

1) Care and grooming of all horses utilized by the headquarters commanding officer and staff officers.

2) Properly tacking all staff horses prior to required use and the removal of equipment following field use.

3) Scheduled feeding and picket line manure/debris cleanup.

4) Picket line safety watches during the hours of darkness and when safety watches are required during open camp hours to spectators and visitors.

5) Courier duty to pass required information to various army service branches and other officers that are not in the headquarters camp.

6) Maintenance of a proper picket line for all staff horses and mounted escorts.

B. Mounted escorts are subject to all of the cavalry guidelines and standing operating procedures that apply to mounted cavalry.

C. The senior mounted escort will report to the cavalry commanding officer for morning reports, the need for additional assistance and any problems occurring within the escort detachment.

D. All mounted escorts will respond to requests by staff officers for assistance in equine related matters. Help will be rendered in a positive and timely manner.

E. No person under the age of 16 will act as a mounted escort or courier. Mounted riders under the age of 16 must perform as a functional musician to be present on the field during combat or demonstration. All musicians will remain clear of combat scenarios.

F. Disciplinary actions involving mounted escorts, couriers, or musicians will be determined as a joint decision between the army commanding officer and the designated cavalry commander.

G. All mounted escorts, couriers and musicians other than those assigned by the cavalry commander shall be only at the direct invitation of the army commanding officer.

## 7. CIVILIAN EQUESTRIAN ACTIVITIES

- A. The Event Sponsors/Organizers must be in agreement for civilian equestrian activities to take place on the event site.
  1. The equestrian civilian unit will co-ordinate with the Cavalry Battalion Commander in advance of the event.
  2. Civilian equestrian activities will be carried out only in the proper attire for the 1860's era, (i.e., civilian females may only ride sidesaddle and in the proper riding dress common to females of the era).
  3. Authorized civilian equestrians will be subject to all of the same safety regulations within the Cavalry SOP's as are the combat troopers.
  4. The appointed civilian equestrian supervisor for an event and the Chief of Cavalry will have the final decision on any disputes when not specifically covered by the SOP's.

## SOP - 1. SAFETY REGULATIONS.

## TAB F - INCIDENT PROTOCOL

### 1. GENERAL.

A. The US Volunteers in keeping with its position on the Civil War Reenactors Liaison Committee has agreed to participate with the other major living history/re-enacting organizations in developing and implementing this protocol to provide a standard procedure for accident/incident reporting.

B. For the purposes of the USV incident protocol, all references to Company Commander, Battalion Commander and Brigade Commander will assume the involvement of the requisite Unit Safety Officer/NCO.

C. At the call for "*MEDIC*", only the qualified medical personnel, i.e. Doctor, Nurse or EMT will respond. "*MEDIC*" is the word for a real emergency.

D. Each USV unit will maintain a roster of qualified medical personnel within its ranks and at each attended event, submit a list of those personnel in attendance to the USV Adjutant therefore allowing their rapid deployment in the event of a real emergency.

### 2. GOALS.

A. To establish a guideline for implementation of medical assistance and positive action in the event re-enactors suffer injuries during engagements and encampments.

B. In cases where gross misconduct has been the cause of the injury, to determine the facts underlying the injury, identify the responsible individuals(s) and identify witnesses to the incident.

C. To make every re-enactor aware that he or she is *personally responsible for his or her conduct* with fellow re-enactors and the public.

D. To determine the manner in which an injury occurred for the purpose of avoiding unjustified accusations and animosity if the re-enacting community.

E. To assure property owners and event organizers that responsible parties will be identified by name and unit in case litigation is pursued by the injured party, thereby providing them with added protection to the standard waiver.

### 3. INCIDENT PROTOCOL PROCEDURE.

A. Upon discovery of an injury, the call "*MEDIC*" will be sounded by the nearest re-enactors.

B. The first Company Commanders to respond, or higher ranking officer who happens to precede them, will determine the seriousness of the injury and make a preliminary determination as to its cause. IF ANY OFFICER PRESENT, INCLUDING NCO'S WHO ARE COMMANDING COMPANIES AT THE TIME, deem the cause to have been the result of gross misconduct, he will alert the nearest Battalion Commander, regardless of uniform color (North or South).

C. Once the alert has been sent to the Battalion Commander, the commanders of those companies in the vicinity of the injured re-enactor will assemble their units in the immediate area. These officers will then question their soldiers to determine if any witnessed the injury or were the cause of the injury. Those who were witness to the injury or were the cause of the injury will then be questioned as to what they witnessed or experienced.

D. The officer who alerts (ALERTING OFFICER) the Battalion Commander will see to it that all present company commanders reform their companies. It is this officer's duty to use his best effort to ensure that all re-enactors present immediately reform on their companies. This officer may enlist any fellow officers or NCO's on site, regardless of uniform, for whatever reasonable assistance necessary of perform this task.

AN OFFICER IS NOT TO UNDERTAKE THIS TASK IF THE INJURED PARTY IS A MEMBER OF HIS UNIT. The next officer present should assume the task. The purpose here is to maintain order among the companies and to prevent straggling by those who may be responsible parties and/or witnesses to the injury.

E. As procedures B, C & D are in progress, every effort should be made to notify those medical professionals identified in the re-enactor ranks as well as the local medical support services and to insure that the location of the injured re-enactor is communicated to them. The alerting officer or the injured party's commander will see to it that this is accomplished quickly.

F. The alerting officer and company commanders will report their initial findings to the Battalion Commander who arrives first on the scene. IF, in the opinion of the Battalion Commander, the cause of the injury and/or identities of the responsible parties cannot be determined from these reports, the BATTALION COMMANDER will give the alarm to cease ALL fighting and movement on the field.

G. The Battalion Commander will then immediately undertake whatever additional investigation he deems necessary and work together with fellow battalion commanders, overall commanders and event organizers to determine the cause for the injury and the identity of the responsible re-enactor(s).

H. Upon reasonable determination of the identity of the responsible re-enactor(s), their names, addresses and units will be obtained from them directly or through their company commanders and provided to the event organizers and injured re-enactor or his company commander. NOTE: It is not necessary for the Battalion Commander to be absolutely certain of the identity (ies) of the responsible re-enactor (s) if, after thorough investigation, evidence reveals the likely of the re-enactor (s) or company or battalion from which the misconduct originated.

I. At all times, it is the responsibility of the Company Commander of the injured re-enactor to keep his Battalion Commander informed of that re-enactor's medical status. The Battalion Commander will, in turn, keep his Brigade Commander so apprised, who will, in turn, pass the information up the chain of command for the event.

### 4. SUMMARY OF THE REQUIRED NINE COUNT INCIDENT PROTOCOL .

A. Call MEDIC to location of the injured.

- B. Initial determination,  
LABEL IT: Accident. (STOP - Complete USV Incident Report)  
Incident (Continue to C)
- C. ALERT nearest Bn, Co's and Liaison Committee Representative.
- D. REFORM: Companies in immediate area. Commanders question to identify : witnesses responsible parties.
- E. INITIAL REPORT: To Bn. CO's and Liaison Committee Reps.
- F. IF RESPONSIBLE PARTY IDENTIFIED, give name/address/unit to injured or his Cdr.
- G. NOT IDENTIFIED: Sound alarm to cease ALL action & movement.
- H. DISTANT UNITS: Questioned to identify: Witnesses and responsible parties.
- I. Final Report: To superiors and event organizers. Injured re-enactor's commander will keep superiors and event organizers informed of injured's medical status.

SOP - 1. SAFETY REGULATIONS.

TAB G. PHYSICAL FITNESS

1. It is recommended that each member of the USV maintain a level of physical fitness due to the sometimes strenuous nature of re-enacting and the harsh field environments sometimes encountered. Commanders have a responsibility to know the medical conditions of their commands and must consider keeping those with heart, respiratory conditions or those who are obese from participating in more strenuous events.
2. Each member's program should fit his or her comfort level.
3. A example of a simple, but effective program might be as follows, two to three time a week:
  - A. 10 to 20 pushups
  - B. 10 to 20 sites
  - C. Jog and or walk 2 miles.

## 1. HEAT AND MEDICAL -

- A. Drink at least a full canteen before marching on a hot day.
- B. Have a full canteen with you and drink regularly while on the field.
- C. No glass bottles. Plastic bottles inside the haversack will be acceptable in lieu of a canteen.
- D. Company officers and first sergeants *have a responsibility to know the medical condition of the people in their commands*. Re-enactors with heart or respiratory conditions *should not take the field on exceptionally hot days*.

## 2. FIREARM SAFETY -

- A. Maximum recommended charge of
  - 70 grains for .58 caliber rifle-muskets
  - 90 grains for .69 caliber muskets
  - 60 grains for carbines
  - 30 grains for pistols
- B. NO LIVE AMMUNITION IS PERMITTED ON SITE! Cartridges must be of lightweight paper in period style. NO penny wrappers, wonder wads, staples, etc. as these become projectiles if loaded.
- C. Leave your tompon in your tent - it could become a *deadly projectile* if forgotten and left in the muzzle of your musket.
- D. Remember to *leave a spent cap on your musket nipple while loading*, keep the muzzle pointed away from yourself and keep your hands clear of the muzzle at all times.
- E. Make sure nothing other than powder goes down the barrel.
- F. Make sure that you are properly aligned with the soldier next to you. This is particularly important where company and battalion lines meet, as misaligned troops bring musket muzzles too close to eardrums.
- G. Make sure that you are close behind the soldier in front of you if you are firing from the second rank and that your musket first and second barrel bands are in alignment with his shoulder. *This is imperative as to prevent hearing injuries to people in the front rank!*
- H. Use hearing protection. Either cotton or a modern ear plug with a bit of cotton affixed to it for authenticity will go a long way toward preserving your hearing.
- I. Make sure that you *never aim directly at any person or animal!* When in doubt, elevate your musket muzzle. Firearms should not be discharged inside a range of 25 yard
- J. Keep your trigger finger *outside the trigger guard after loading*. Do not place your finger on the trigger *until ready to fire!*
- K. Make sure that you discharge your musket *prior to taking a "hit"*.
- L. If necessary to recover from the "aim" position, carefully lower the hammer from full cock to half-cock. Be especially observant of the position of the muzzle.
- M. Bayonets will not be fixed except for drill demonstrations and stacking of arms. Be sure tips have not fallen off bayonet scabbards.
- N. Ramrods *will not* be drawn on the battlefield as they can become projectiles if left in the barrel. *Only the file closer/safety NCO may draw a ramrod to check a firearm on the field!*

## 3. HAND TO HAND AND CLOSE COMBAT.

- A. While there is to be no unauthorized hand-to-hand combat, the following guidelines are for safe "close quarters combat" when opposing units meet on the field.
  - 1) Musket butts should not be raised above waist level.
  - 2) Muskets should be held at "present arms" position for the defensive and "port arms" for the offensive.
  - 3) Lunging with musket muzzles is prohibited.

- 4) Pistols must not be discharged at close quarters.
- 5) Sabers should be used with sheaths at close quarters.

#### 4. CAMP SAFETY

A. No-one will place any material into fire pits OTHER THAN FIREWOOD. This includes trash, soda cans, etc. All trash and litter should be kept in trash bags out of sight until the end of the event. **Soda and beer cans in particular will not be stored or consumed in the area of any fire pit. AN UNOPENED CAN ACCIDENTALLY DROPPED INTO A FIRE PIT CAN BECOME A BOMB THAT CAN CAUSE SERIOUS INJURY OR DEATH TO ANYONE IN THE IMMEDIATE AREA.**

B. All non-period containers or packages will be kept out of sight in tents and specifically away from campfires.

D. At least one full bucket of water should be kept near all campfires or nearby at the head of the company street.

#### SOP-1. SAFETY REGULATIONS MUSKET SAFETY INSPECTION POINTS - Annex A(1)

A. At inspection arms, ramrod should be inserted in barrel with button end down. It should strike the bottom of the breech plug with a clear, metallic "ring". If the ramrod sticks or makes a dull thud, it is an indication of dirt, corrosion or lead rings in the bore. Run the ramrod slowly up the bore angling it to touch the inside of the barrel to check for residue build-up in the bore. The Springfield ramrod should protrude no more than 1/4" from the muzzle due to its longer barrel. Enfield ramrod threads should protrude no more than 1/4" or to the extent of the threads due to its shorter barrel. If the ramrod extends excessively from the muzzle, then there may be an obstruction in the breech. *Any musket suspected to have an obstruction in the bore will not be used at all during the event and will be removed from camp.* Muskets that are dirty will be excluded from the event until cleaned under the supervision of a qualified NCO. It is recommended that any musket used for live fire NOT be used for reenacting due to the possibility of lead rings forming in the breech area during live fire and then becoming a projectile during blank fire. Any musket used for live fire should be carefully inspected for lead ring formation either with a bore light or by careful probing with the ramrod.

B. The nipple area should then be inspected. The nipple should be fully seated into the bolster. If a nipple appears to be not fully seated, it should be checked with a nipple wrench. The nipple must screw fully into the bolster with no undue resistance. A nipple that does not screw in fully is indicative of cross threading. One that is loose may indicate an improper or loose thread. *Any musket with a nipple or bolster that is questionable will not be allowed on the field and will be removed from camp.* The nipple area should be bright and clean, free from all dirt and powder residue. The cleanout screw on the 1861 Springfield must be fully seated into the bolster.

C. The musket lock should then be checked to insure that the half-cock notch is operable. Any musket that fires from the half-cock position will be excluded from the event and removed from camp. Under no circumstances should the hammer be struck forward with the heel of the hand by the inspecting officer or in any manner tampered with. Even pressure only should be applied to test the half cock position, at the same time checking for side to side play.

D. The musket hammer must solidly engage in the full cock position with no play in the lockwork. Any musket that does not properly function in the full cock position will not be used in the event and will be removed from camp. The face of the hammer should be inspected to insure an even strike on the nipple. A solid circle indicates a solid strike where a crescent or figure-eight mark indicates an off-center strike, possibly resulting in cap fragments breaking off on impact *creating a severe hazard to the eyes!*

E. Musket stocks should be inspected for substantial structural cracks. Any musket with stock cracks that could pose a safety hazard may not be used in the event and will be removed from camp.

F. The musket should be returned to the soldier in the half cock position.

G. Any repairs made to a musket must be cleared with the unit First Sergeant who will then determine if the subject arm will be allowed on the field. Any musket which fails any of the above standards or is any manner questionable from a safety standpoint will not be used in the event and will be removed from camp to avoid any possibility of its ending up on the field.

H. Once a unit has completed musket safety inspections, an elevated volley will be fired to insure that nothing that can become a projectile remains in the bore of any musket prior to marching for battle.

I. After safety inspection of each individual musket has been completed by unit personnel, muskets will then be capped off and fired under supervision of the company commander and/or first sergeant as follows:

1. The second rank will be faced about, muskets held at a 45 degree angle to the ground with the muzzle aimed at a leaf or blade of grass. Order will be given to prime and to fire by file with unit officers and NCO's observing each musket muzzle as the piece is fired to ensure that the percussion cap blast moves the leaf, thereby indicating that the flash channel is clear.

2. After capping off, the second rank will again face about to its original position. Order will then be given to load and fire by file, with unit officers and NCO's again observing each musket to ensure that each piece has functioned properly. The point of this exercise is to ensure that *there is no potential projectile in the bore of any musket carried onto the field.*

3. Only after this procedure has been followed will a unit be permitted to march for battle.

J. This musket safety inspection procedure will be accomplished *prior to or during dress parade each day of an event.*

#### SOP –1 SAFETY REGULATIONS – BREECHLOADING CARBINE SAFETY INSPECTION POINTS - ANNEX A(2) These procedures also apply to all single-shot breechloading rifles.

A. At inspection arms, the bore will be visually inspected for obstructions. After inspecting the bore, the inspecting officer should then close the breech and check the nipple area. The nipple should be fully seated into the breech block. If a nipple does not appear to be fully seated, it should be checked with a nipple wrench. The nipple must screw fully into the breech block with no undue resistance. A nipple that does not screw in fully is indicative of cross threading. One that is loose may indicate an improper or loose threads. *Any carbine with a nipple or breech block that is questionable will not be allowed on the field.* The nipple area should be bright and clean, free from all dirt and residue.

B. The carbine should then be checked to insure that the half-cock notch is operable. Any carbine that fires from the half-cock position will be excluded from the event and removed from camp. Under no circumstances should the hammer be struck forward with the heel of the hand by the inspecting officer or in any manner tampered with. Even pressure only should be applied to test the half-cock position, at the same time checking for side to side play.

C. The carbine hammer must solidly engage in the full cock position with no play in the lockwork. Any breechloading carbine that does not properly function in the full cock position will not be used in the event and will be removed from camp. The face of the hammer should be inspected to insure an even strike on the nipple. A solid circle indicates a solid strike on the nipple where a crescent or figure-eight mark indicates an off-center strike, possible resulting in cap fragments breaking off on impact *creating a severe hazard to the eyes!*

D. Carbine stocks should be inspected for substantial structural cracks. Any arm with stock cracks that could pose a safety hazard may not be used in the event and will be removed from camp.

E. The carbine should be returned to the soldier in the half cock position.

F. Any repairs made to a breechloading carbine must be cleared with the unit First Sergeant who will then determine if the subject arm will be allowed on the field. Any arm which fails any of the above standards or is any manner questionable from a safety standpoint will not be used in the event and will be removed from camp to avoid any possibility of its ending up on the field.

G. Once unit safety inspection has been completed, carbines will be capped off by file under supervision of the company commander and/or first sergeant. Carbines will be held at a 45 degree angle to the ground with the muzzle aimed at a leaf or blade of grass. Order will be given to prime and fire by fire, with unit officers and NCO's observing each carbine muzzle as the piece is fired to insure that the percussion cap blast moves the leaf, thereby insuring that the flash channel is clear.

H. Only after this procedure has been followed will a unit equipped with breechloading carbines be permitted to march for battle.

I. This carbine safety inspection procedure will be accomplished *prior to or during dress parade each day of an event.*

#### SOP-1 SAFETY REGULATIONS - REVOLVER SAFETY INSPECTION POINTS - Annex A(3)

A. At inspection arms, the revolver will be presented unloaded to the inspecting officer in the half-cock position with the muzzle in the vertical position.

B. The inspecting officer will first check the barrel with a cleaning rod or dowel of the appropriate length to insure that the bore is clear.

C. The revolver cylinder should then be checked to insure that none of the chambers are loaded. Any revolver presented for inspection in a loaded condition will be returned to the owner who will be instructed to discharge the piece in a safe manner and at a safe distance before returning for further inspection.

D. After insuring that the cylinder chambers are clear, the revolver will then be checked to insure that no live percussion caps are on the nipples.

E. The revolver will be returned to the soldier in the half-cock position with the muzzle up.

F. Only after this procedure has been followed will a unit be allowed to march for battle.

G. This revolver safety inspection procedure will be accomplished *prior to or during dress parade each day of an event.*