

# LIFE RING



2025 EDITION

# EDITOR'S NOTE

While every effort will be made to keep the *Life Ring* up-to-date, pen and ink changes are authorized when necessary to reflect the most current information.

The Coast Guard JROTC Program is committed to creating and maintaining safe and trusted learning and work environment free from discrimination and harassment. If I observe discrimination or harassment, I will notify the following people:

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**MARITIME SCIENCE INSTRUCTOR**

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**PRINCIPAL**

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**SCHOOL TITLE IX COORDINATOR**



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# PREFACE

The flagship purpose of the Junior Reserve Officers' Training Corps (JROTC) is to instill in students in United States secondary educational institutions the values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment.

**The mission of CGJROTC is *developing service-minded citizens of character.*** To accomplish the mission, CGJROTC develops cadets on the COAST. The acronym COAST encapsulates the five pillars of Citizenship, Operations, Advancement, Service, and Teamwork that guide and reinforce the learning that takes place in and outside of the classroom.

C

## **Citizenship**

*building character  
and values*

O

## **Operations**

*learning about government  
& military operations from  
history to present day*

A

## **Advancement**

*preparing for a  
successful career*

S

## **Service**

*honoring community  
and country*

T

## **Teamwork**

*learning to lead self, to lead  
others, and to be a positive and  
productive team member*

# CGJROTC CHAIN OF COMMAND

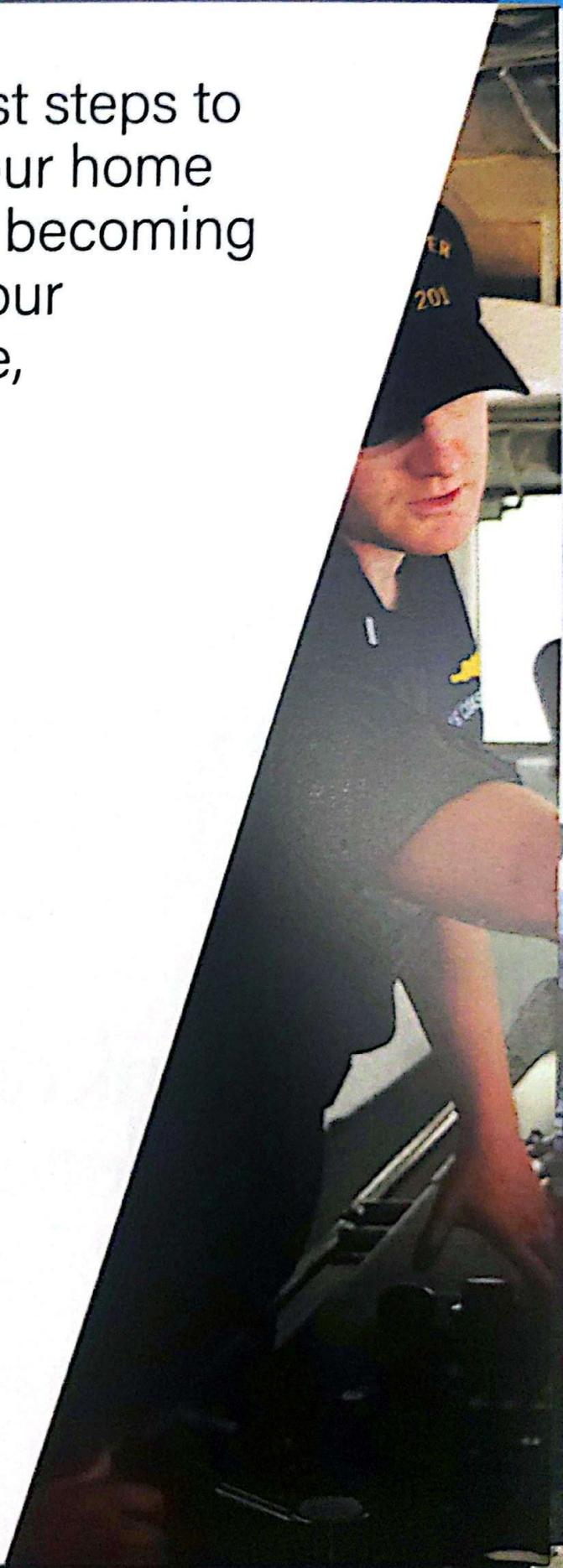
As members of the CGJROTC, you are expected to conform to high standards of military bearing, appearance, customs, and courtesies. Your willingness to conform to these standards will directly affect your success and the overall success of the CGJROTC.

The *Life Ring* will be the guide and inspiration to every first-year cadet in the Corps. The *Life Ring* will be carried and studied by the first-year cadet until at such time the platoon commander deems that sufficient knowledge has been attained and The *Life Ring* no longer must be carried. They must maintain this knowledge and continually add to and pass it on to the next generation of cadets.

This is but one of the first steps to becoming a leader in your home unit and on your way to becoming tomorrow's leaders in your community, in your state, and in your nation.

“Those who command themselves, command others.”

— WILLIAM HAZLITT



# CGJROTC CHAIN OF COMMAND

Commander-in-Chief  
(President of the United States)

Secretary of Homeland Security (S1)

Commandant of the Coast Guard

Director, Force Readiness Command

Director, Coast Guard JROTC

Senior Maritime Science Instructor

Cadet Company/  
Platoon Commander

“Rank does not confer  
privilege or give power.  
It imposes responsibility.”

- PETER F. DRUCKER

# CADET CHAIN OF COMMAND

Position	Name

# **CGJROTC**

## **CADET CREED**

I am proud to be a United States Coast Guard JROTC Cadet.

I revere that long line of splendid Coasties who, by their devotion to duty and sacrifice, have made it possible for me to be associated with a service honored and respected throughout the world.

I never, by word or deed, will bring disgrace upon the name of the U.S. Coast Guard.

I will cheerfully fulfill my commitments and obligations and shall endeavor to do more, rather than less, than my share.

I will always act with integrity and be respectful.

I shall endeavor to be a model citizen in the community in which I live.

I shall endeavor to be a noble work, living by the Coast Guard's Core Values: *Honor, Respect, and Devotion to Duty.*



# **CGJROTC CADET CODE OF CONDUCT**

- I.** A cadet lives in accordance with the Cadet Creed.
- II.** A cadet does not lie, cheat, or steal.
- III.** A cadet exercises self-discipline at all times.
- IV.** A cadet shows concern for the well-being of others and aids them as necessary.
- V.** A cadet works to make school a safe place and to improve the quality of life there.
- VI.** A cadet contributes to the creation of a positive learning climate in the classroom.
- VII.** A cadet accepts responsibility for learning and works to improve his knowledge and skills.
- VIII.** A cadet does not sell or use illegal drugs, alcohol, or tobacco.

# COAST GUARD HERITAGE

## **Semper Paratus**

BY CAPT FRANCIS SALTUS  
VAN BOSKERCK - USCG, 1927

From Aztec Shore to Artic Zone,  
to Europe and Far East.  
The flag is carried by our ships  
in times of war and peace.

And never have we struck it yet  
in spite of foemen's might.  
Who cheered our crews and cheered  
again for showing how to fight.

*We're always ready for the call.  
We place our trust in thee,  
Through surf and storm  
and howling gale,  
high shall our purpose be.*

*"Semper Paratus" is our guide,  
our fame, our glory, too.  
To fight to save or fight and die!  
Aye! Coast Guard, we are for you.*

# COAST GUARD HERITAGE

## Star Spangled Banner

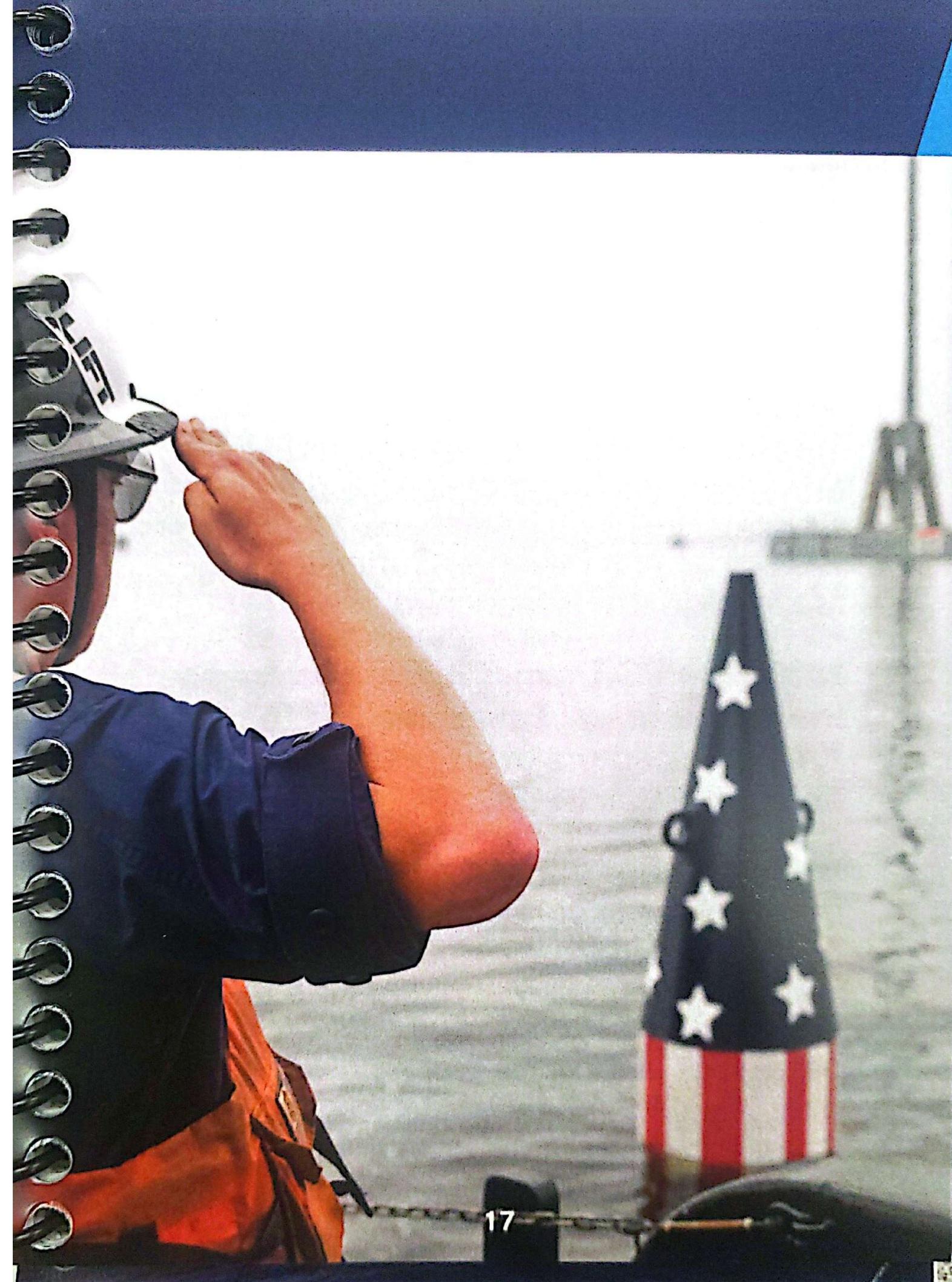
FRANCIS SCOTT KEY, 1814

Oh, say, can you see,  
by the dawn's early light,  
What so proudly we hail'd  
at the twilight's last gleaming?

Whose broad stripes and bright stars,  
thro' the perilous fight,  
O'er the ramparts we watch'd,  
were so gallantly streaming?

And the rockets' red glare,  
the bombs bursting in air,  
Gave proof thro' the night  
that our flag was still there.

O say, does that star-spangled  
banner yet wave  
O'er the land of the free  
and the home of the brave?



# COAST GUARD KEY DATES

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**1790 (Aug 4th):** The Collection of Duties Act of August 4, 1790, established the Revenue-Marine to enforce customs laws and prevent smuggling under the Treasury Department; recognized as the origin of today's U.S. Coast Guard.

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**1794:** The first Revenue Cutter, the RC *Massachusetts*, is launched.

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**1812:** The RC *Thomas Jefferson* seized the British vessel *Patriot*, making the first American capture of an enemy vessel during the War of 1812.

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**1850:** The Revenue-Marine is authorized by Congress to conduct search and rescue operations.

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**1861:** The RC *Harriet Lane* fired the first naval shot of the Civil War across the bow of the merchant vessel *Nashville* in Charleston Harbor.

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**1894:** The Revenue-Marine was officially renamed the Revenue Cutter Service.

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**1915:** The United States Revenue Cutter Service is merged with the United States Life-Saving Service to create the United States Coast Guard.

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**1917-1918:** During World War I, the Coast Guard operated under the Department of the Navy while conducting maritime defense and convoy escort duties in Europe.

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**1918:** While conducting convoy escort duty, CGC *Tampa* was torpedoed and sunk by German submarine UB-91, killing 111 Coast Guardsmen and 4 Navy sailors. This was the highest American naval combat casualty loss in World War I.

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# COAST GUARD KEY DATES

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**1932:** The Coast Guard Academy was relocated to its current location in New London, CT.

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**1939:** The U.S. Lighthouse Service merged with the U.S. Coast Guard; maintaining Aids to Navigation became a Coast Guard mission.

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**1941-1945:** During World War II, the Coast Guard played a significant role in maritime defense, convoy escort, and amphibious landings. The Coast Guard Women's Reserve, known as the "SPARs" (Semper Paratus, Always Ready) was also established during this time.

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**1942:** Signalman First Class Douglas Munro was posthumously awarded the Medal of Honor after sacrificing his life rescuing U.S. Marines trapped on the beach at Guadalcanal. He is the only Coast Guardsman to have received this award.

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**1946:** The Coast Guard received the Nazi training ship *Horst Wessel* as a war prize and commissioned her as the CGC EAGLE.

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# COAST GUARD

## KEY DATES

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**1967:** The Coast Guard was transferred from the Treasury Department to the Department of Transportation. The trademark "racing stripe" that appears on the bow of CG vessels was also adopted during this time.

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**1980:** The Coast Guard responded to the Cuban Mariel Boatlift (mass Cuban migration event), during which it interdicted 124,776 Cuban migrants over a six-month period.

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**1991:** The Coast Guard deployed ships, aircraft, and port security units in support of Operation Desert Storm during the Gulf War.

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**2001:** The Coast Guard played a significant role in the response to the September 11 terrorist attacks, conducting maritime security operations and assisting in the evacuation of lower Manhattan.

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**2003:** The Coast Guard was transferred from the Department of Transportation to the newly-created Department of Homeland Security.

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**2005:** The Coast Guard played a major role in the response to Hurricane Katrina, conducting search and rescue operations, evacuating survivors, and restoring maritime commerce.

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# COAST GUARD KEY DATES

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**2010:** The Deepwater Horizon oil spill became the largest spill in U.S. history. The Coast Guard led the response effort to recover the 205.8 million gallons of oil and 225,000 tons of methane that spilled into the Gulf of America.

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**2018:** The Coast Guard commissioned its first National Security Cutter, the USCGC *Bertholf*.

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**2025:** The Coast Guard renamed its operational districts from numerical designations to more familiar geographic names.



# PHONETIC ALPHABET

**A** Alpha

**B** Bravo

**C** Charlie

**D** Delta

**E** Echo

**F** Foxtrot

**G** Golf

**H** Hotel

**I** India

**J** Juliet

**K** Kilo

**L** Lima

**M** Mike

**N** November

**O** Oscar

**P** Papa

**Q** Quebec

**R** Romeo

**S** Sierra

**T** Tango

**U** Uniform

**V** Victor

**W** Whiskey

**X** Xray

**Y** Yankee

**Z** Zulu

# RATES & RANKS

## CADET ENLISTED

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### CADET SEAMAN RECRUIT

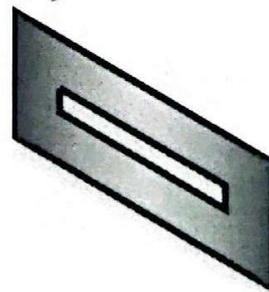
New cadets /  
training role

NO  
INSIGNIA

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### CADET SEAMAN APPRENTICE

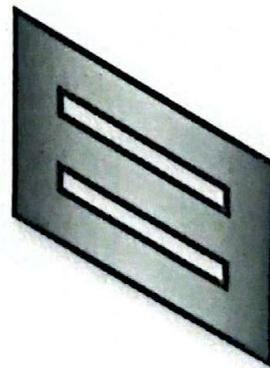
Training role



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### CADET SEAMAN

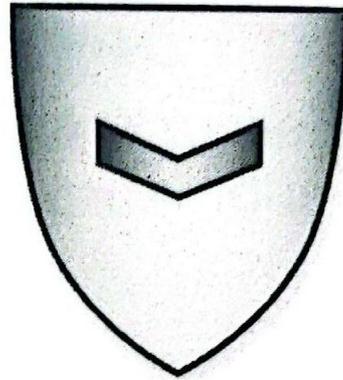
Training role



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**CADET PETTY  
OFFICER 3RD  
CLASS**

Assistant squad  
leader / squad  
leader



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**CADET PETTY  
OFFICER 2ND  
CLASS**

Squad leaders &  
color escorts in  
color guard



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**CADET  
PETTY OFFICER  
1ST CLASS**

Platoon guides,  
color bearers,  
drill team guides



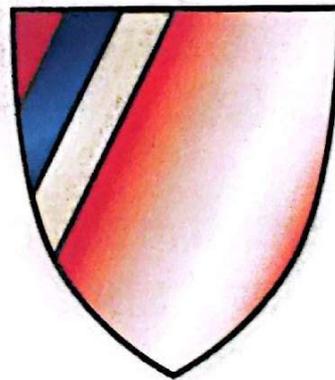
# RATES & RANKS

## CADET ENLISTED

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### **CADET CHIEF PETTY OFFICER**

Platoon/company  
chief or team chief



### **CADET SENIOR CHIEF PETTY OFFICER**

Company chief  
petty officer



### **CADET MASTER CHIEF PETTY OFFICER**

Battalion chief  
petty officer



# RATES & RANKS

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## **CGJROTC Insignia**

(left collar - all cadets)



# RATES & RANKS

## CADET OFFICER

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### CADET ENSIGN

Various company staff & assistant battalion staff responsibilities



### CADET LIEUTENANT JUNIOR GRADE

Various battalion staff & team commander positions



### CADET LIEUTENANT

Company XO & battalion OPS



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**CADET  
LIEUTENANT  
COMMANDER**

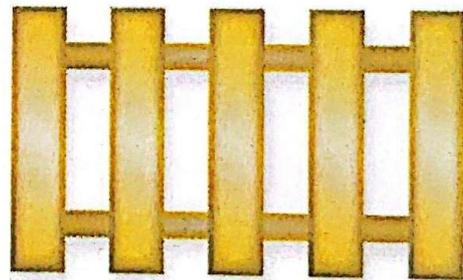
Company commander  
& battalion XO;  
highest rank of  
company strength



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**CADET  
COMMANDER**

Battalion  
commander &  
regimental XO;  
highest rank of  
battalion strength



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**CADET  
CAPTAIN**

Regimental  
commander;  
highest rank in  
CGJROTC



# CUSTOMS & COURTESIES

## General

**Military customs and courtesies are the traditional way by which nations and individuals pay respect to distinguished persons and foreign governments.** Customs and courtesies are also used to show reverence for people and places of historical distinction, significance and sanctity. The type of courtesy rendered depends upon who or what is being recognized. Courtesies are salutes to ships, to high ranking individuals and to nations. Courtesies are not rendered to nations or officials not recognized by the United States, or officials who request that they not be rendered.

CGJROTC cadets will respect, observe, and execute various military customs and courtesies. Cadets will be held to this standard by their Cadre and are expected to know the proper procedures.



# SALUTING

**REASON FOR SALUTING:** The salute is among the oldest traditions binding military personnel together. The salute, in its various forms, is a courteous exchange of greeting, recognized by military personnel all over the world. It is also a symbol of respect. It's a courteous and respectful greeting between members of a lower rank to his superior. In the Coast Guard, as in most services around the world, enlisted members salute all officers, and lower ranking officers salute only their superior officers. The lower ranking member should always initiate the salute. He will hold the salute until the officer has returned the salute.

## **SALUTING PROCEDURES:**

The following guidelines should be followed when saluting:

- A salute is never given or returned while running. The cadet will come to "quick time" (a walk), and render the salute when approximately six paces away from an officer. There is no requirement to stop when saluting an officer.
- Cadets will salute when in uniform and outdoors. Cadets also salute when on military installations and other field trips. The cadet initiates and holds the salute until it is returned or acknowledged.

# SALUTING

If a cadet observes the American Flag passing, as in a parade or being raised or lowered from any flag pole, he will assume the position of attention, render the hand salute (if in uniform) and hold it until the flag has passed or reaches the summit or base of the staff. If the cadet is in civilian clothes, he will assume the position of attention with the right hand over the heart. If a cadet is wearing civilian headgear, he will remove it and hold it to his left shoulder so that the **RIGHT HAND** is over the heart.



- If outdoors with both arms full, extend a verbal greeting only. If the officer's arms are full, he will not salute but will extend a verbal greeting.
- When standing outdoors in a group, the first person to see an officer calls the group to attention and all members face the officer and salute.
- When in formation, the person in charge calls the group to attention when an officer approaches, salutes, and extends verbal greetings for the entire group.

# REPORTING PROCEDURES

## Reporting In

To be used when reporting to a CGJROTC instructor.

- 1.** Knock twice, then wait to be acknowledged.
- 2.** Proceed to stand approximately 2 feet in front of the instructor's desk.
- 3.** Say, "Sir/Ma'am, cadet (last name), reporting (then state business or say 'as ordered')." "
- 4.** Once acknowledged, stand at attention unless otherwise ordered. Do not sit down unless invited.

## **Reporting Out**

When all discussion has ended, come to attention and state:

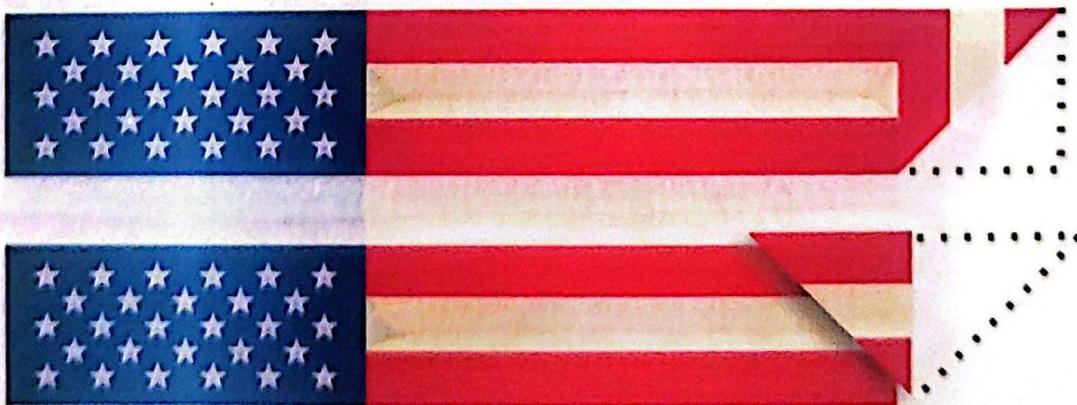
- 1.** Say, "Will that be all, sir/ma'am?"
- 2.** Wait for response.
- 3.** Say, "Request permission to be dismissed."
- 4.** Once given permission, proceed to exit & carry on to your next obligation.

# FOLDING THE ENSIGN

- A** To fold the flag correctly, bring the striped half up over the blue field, then fold again.



- B** Bring the lower striped corner to the upper edge, forming a triangle. The outer point is turned inward on the upper edge to form a second triangle.



- C** Continue to fold the flag in triangles until the entire length of the flag is folded.



- D** When the flag is completely folded, only the blue field should be visible, and it should have the triangle shape of a cocked hat.



# TODAY'S COAST GUARD

## **The Mission and Vision**

The Coast Guard bases the mission and vision on a shared commitment to three core values:

HONOR

RESPECT

DEVOTION  
TO DUTY

Coast Guard units each perform more than one kind of mission - sometimes on the same day. They are America's Maritime Guardians, saving lives and deterring complex threats - from disrupting transnational crime and terrorism, to preventing cyber threats to our ports, to addressing the impact of human activity in the polar regions as ice caps recede.

The Coast Guard provides enduring value in service to the American people. The Coast Guard is part of the Department of Homeland Security team protecting our nation and are at all times a military service and part of the joint force defending it.

# USCG MAJOR COMMANDS

**PACIFIC AREA**

**ATLANTIC AREA**

**GREAT LAKES**

FORMERLY  
DISTRICT 9

**NORTHEAST**

FORMERLY  
DISTRICT 1

**NORTHWEST**

FORMERLY  
DISTRICT 13

**SOUTHWEST**

FORMERLY  
DISTRICT 11

**HEARTLAND**

FORMERLY  
DISTRICT 8

**EAST**  
FORMERLY  
DISTRICT 5

**SOUTHEAST**

FORMERLY  
DISTRICT 7

ALSO INCLUDES  
PUERTO RICO AND  
U.S. VIRGIN ISLANDS

**ARCTIC**

FORMERLY  
DISTRICT 17

**OCEANIA**

FORMERLY  
DISTRICT 14

ALSO INCLUDES GUAM,  
THE COMMONWEALTH OF  
NORTHERN MARIANA ISLANDS,  
AND AMERICAN SAMOA



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# PERSONAL APPEARANCE & GROOMING

## General

**Grooming standards** are based on several elements, including neatness, cleanliness, and overall appearance. Cadets represent their school, unit, and the Coast Guard in their personal appearance and grooming. CGJROTC standards generally reference the same standards applicable to Coast Guard members.

**It is impossible** to provide examples for every appropriate or inappropriate hairstyle, therefore the good judgment of the MSI is required. The appropriateness of a hairstyle must also be judged by its appearance

when headgear is worn. Headgear shall fit snugly, properly, and comfortably on the head without distortion or excessive gaps. Hair shall not be visible below the front brim (combination or ball cap) or extend beyond the forward point of the garrison cap.

**When out of uniform,** authorization for wearing of lip rings, tongue and nose studs, belly rings and other types of eccentric body jewelry will generally be determined by the local school dress codes.



# PERSONAL APPEARANCE & GROOMING

## Men

**Men's Hair.** Hair must be neat, clean, and present a well-groomed appearance. The bulk of the hair must not interfere with the wearing of the hat or cap. Hair must not touch the collar or ears. Hair must be no longer than 4 inches and the bulk shall not exceed 2 inches. One narrow part in the hair is authorized; this may be cut, clipped, or shaved. Plaited or braided hair is unauthorized.

**Sideburns.** Neatly trimmed and tailored. Shall not extend below a point level with the bottom of the opening of the ear. Shall end with a clean-shaven horizontal line.

**Mustaches.** If worn, must be neatly trimmed. Cannot extend below the top of the upper lip or beyond the corners of the mouth. No other facial hair is permitted.

**Fingernails.** Shall not extend past the fingertips.

**Earrings/Studs.** Not authorized.

**Necklaces.** Authorized, but shall not be visible.

**Rings.** One ring per hand is authorized.

**Wristwatch/Bracelet.** One of each is authorized, but no ankle braces.

**Sunglasses.** A conservative pair is authorized when permitted by the MSI. Not authorized in formations. Retainer straps not authorized.

# PERSONAL APPEARANCE & GROOMING

## Women

**Women's Hair.** Hair must be neat, clean, and present a well-groomed appearance. Hair must be secured adequately to prevent obstructing the wearer's field of vision. Hair coloring, if used, must look natural. Hair (to include bangs) will not extend below the eyebrows. Hair bulk must not exceed 3.5 inches as measured perpendicular to the scalp. Hair bun size may extend to a maximum of 4 inches as measured out from the scalp. For short hair – the hair may touch, but not fall below the bottom edge of the shirt or jacket collar, except for the foul weather parka. Women may also wear hair in one to two braids or a single ponytail. A single ponytail or braid must be

centered on the back of the head. When styled, two braids will be evenly spaced and look symmetrical on the back of the head when viewed from behind. The length must not extend below a horizontal line centered between the shoulder blades.

**Hair Ornaments.** Bobby pins, small barrettes, elastic bands, small plain scrunchies (elastic bands covered with material not to exceed one inch in width) that are brown, black, navy blue, or the wearer's hair color are authorized.

**Cosmetics.** Applied in good taste and colors blend with natural skin tone. Exaggerated or faddish cosmetics are inappropriate. Lipstick should be conservative.

# PERSONAL APPEARANCE & GROOMING

**Fingernails.** Shall not be excessive in length. Acceptable nail polish colors include neutral shades of grey, brown, green, beige, pink, mauve, plum, burgundy, blue, black, white, and red.

**Earrings/Studs.** One earring per ear is authorized, centered on the earlobe. Must be a small pearl, diamond, gold or silver ball (post or screw on). Studs are not authorized in the nose, eyebrows, tongue, lips, or other areas of the face or body visible to the Maritime Science Instructor.

**Necklaces.** Authorized, but shall not be visible.

**Rings.** One ring per hand is authorized, plus the engagement ring or the wedding ring.

**Wristwatch/Bracelet.** One of each is authorized, but no ankle braces.

**Sunglasses.** A conservative pair is authorized when permitted by the MSI. Not authorized in formations. Retainer straps not authorized.

# UNIFORM WEAR GUIDELINES

- **Keep the uniform** clean, neat, and in good repair.
- **Wear the cap** when outdoors; remove it when indoors.
- **Keep hands out** of pockets.
- **Keep all buttons** buttoned.
- **Do not fill** pockets with bulky items.
- **Keep shoes shined**, including the heels and soles.
- **Keep all metal** uniform devices such as belt buckles, badges, or insignia clean.
- **Wear windbreakers** zipped  $\frac{3}{4}$  of the way up.
- **Ball cap** should be worn 1 to 1  $\frac{1}{2}$  inches above the eyebrows.

# POSITION OF ATTENTION

- **Head** erect
- **Eyes** in the boat
- **Chin** in
- **Shoulders** back
- **Chest** out
- **Stomach** in
- **Weight** evenly distributed on both feet
- **Heels** together, **feet** forming a 45 degree angle
- **Arms** hanging naturally at the sides, **palms** facing inward, **thumbs** along the trouser seams, with **fingers** joined in their natural curl



# LEADERSHIP GUIDELINES

**Praise in public** and criticize in private (where and when appropriate).

**Be quick** to publicly give credit when someone has done something worth praising. Don't go overboard, but a few sincere remarks will accomplish more than all the criticism in the world.

**Criticize in private** when possible. If it is a behavioral issue, make sure the person knows it is the behavior that is being criticized and what is expected of them. If it is a performance issue, tell them how to correct it. Respect their dignity.

**When criticism** is necessary in public, try to avoid making it sound personal. There is a difference between observing that someone in formation

needs a haircut and singling that person out for ridicule. Respect their dignity. Criticize the wrong behavior, not the person who made the mistake.

**Be a facilitator** (a person who helps to make positive things happen). Regardless of your position in your unit, you should always ask yourself the following question, "How can I make this work?" By being a facilitator, you are helping your unit have a positive experience. Even if the event isn't your responsibility, its success is your responsibility. But remember, this doesn't automatically make you the formal leader.

**Accept criticism graciously.**

Feedback is common in a structured environment, that is one of the ways structure is maintained. When the

# LEADERSHIP GUIDELINES

feedback is negative, it's called criticism. Criticism can vary from "your pocket is unbuttoned" to being some extensive behavioral observation requiring more than a second to correct. Try not to take the criticism personally. If you allow it to become personal, it can ruin your experience in JROTC.

**As a member** of your unit, you are responsible for making your unit something you and your friends can be proud of and want to belong to now and in the future.

**Plant the seeds** now and tend to the crops later to reap a bountiful harvest. It will pay off.

# GENERAL COLIN POWELL'S RULES

- Character is revealed through action.
- Success is how high you bounce when you hit bottom.
- Never tell people how to do things. Tell them what to do, and they will surprise you with their ingenuity.
- It can be done!
- Be careful what you choose. You may get it.
- Don't let adverse facts stand in the way of a good decision.
- You can't make someone else's choices. You shouldn't let someone else make yours.
- Check the small things.
- Share credit.
- Remain calm. Be kind.
- Have a vision. Be demanding.
- Don't take counsel of your fears or naysayers. Perpetual optimism is a force multiplier.

# 11 GENERAL ORDERS

- 1. To take charge** of this post and all government property in view.
- 2 To walk my post** in a military manner, keeping always on the alert, and observing everything that takes place within sight or hearing.
- 3 To report all violations** of orders I am instructed to enforce.
- 4 To repeat all calls** from posts more distant from the guard house than my own.
- 5 To quit my post** only when properly relieved.
- 6 To receive, obey, and pass** on to the sentry who relieves me all orders from the commanding officer, field officer of the day,

officer of the day, and officers and petty officers of the watch.

- 7 To talk to no one** except in the line of duty.
- 8 To give the alarm** in case of fire or disorder.
- 9 To call the petty officer** of the watch in any case not covered by instructions.
- 10 To salute all officers** and all colors and standards not cased.
- 11 To be especially watchful** at night, and during the time for challenging, to challenge all persons on or near my post, and to allow no one to pass without proper authority.

# 28-STEP UNARMED DRILL SEQUENCE

- 1** Platoon, Fall In
- 2** Open Ranks, March
- 3** Ready, Front
- 4** Close Ranks, March
- 5** Parade, Rest
- 6** Platoon, Attention
- 7** Left, Face
- 8** About, Face
- 9** Forward, March
- 10** Right Flank, March
- 11** Left Flank, March
- 12** Column Right, March
- 13** Forward, March
- 14** To the Rear, March

- 15** To the Rear, March
- 16** Column Right, March
- 17** Forward, March
- 18** Eyes, Right
- 19** Ready, Front
- 20** Column Right, March
- 21** Forward, March
- 22** Change Step, March
- 23** Column Right, March
- 24** Forward, March
- 25** Platoon, Halt
- 26** Left, Face
- 27** Right Step, March
- 28** Platoon, Halt

