

SOLDIER'S HANDBOOK

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WHAT TO EXPECT

This booklet is primarily designed for those who have enlisted for service in the Royal Bermuda Regiment or are considering joining. A career in the Bermuda Regiment offers you the following:

Adventure

You will participate in exciting and unusual activities that only a small percentage of our population will get to do — and the memories will last a lifetime.

Challenge

You will endure through activities that will develop soldiers' physical and mental boundaries beyond what they thought they were capable of achieving. Once you know what you are capable of you will never settle for anything less.

Travel

In recent years, units of the Regiment have travelled to Kenya, Australia, Sierra Leone, Cayman, Grenada, Jamaica, UK, US, and other locations. Through your career you will have the opportunity to attend courses at training establishments in UK, Canada, Jamaica and other locations.

Skills—Life and Employable

The skill that you will learn in the military will be directly or indirectly transferable into civilian employment making you a sought after employee. When your service in the Regiment is complete, you will be given a certificate along with a "Testimonial" stating all the skills you have learned during your service time.

Cohesion—Social and Unit

A pillar of strength of the Regiment is that it draws on all sections of Bermudian society. Travelling through a shared military experience creates a bond between soldiers that is unlike any other.

Service

Putting your country first and serving for the safety and welfare of others who cannot help themselves is a noble cause. The community respects the military and you can feel rightly proud every time you wear your uniform or you tell someone that you are a member of the military.

New Friends

From your first day you will constantly meet new people who will eventually become your friends. As the Regiment draws its manpower from all sections of society, you may well meet people who you wouldn't have met otherwise. Because the military relies on cohesion and trust, your fellow soldiers will become life-long friends.

Fun

The military does require you to work hard. However, working hard with your friends is rewarding and often enjoyable. Military humour is like no other and you learn to constantly laugh with each other, even in the most trying circumstances. But it isn't always about challenging you; when the work is complete the military encourages you to enjoy your time off, whether that be in the mess socializing, doing a recreation activity with your colleagues, or joining in with one of the sports teams.

YOUR SERVICE RIGHTS AND OBLIGATIONS

General

The establishment of the Regiment, your service rights and obligations are outlined in Bermuda Law as part of the Defence Act (1965) and Governor's Orders (1993) and further explained in Standing Orders and Standard Operating Procedures. See www.bermudaregiment.bm

Volunteering

Men and women who: are between the ages of 18 and 45, are Commonwealth citizens, residents of Bermuda, are able to seek employment, and meet security clearances may volunteer to serve. Work permit holders **must** provide a letter of permission from their employer.

Length of Service

You are obliged to serve for a minimum period of three years and two months from the date of your enlistment. Only you (by volunteering) or the Governor (by executive order) may extend your term of service.

Service in Bermuda

Though you are only required to serve *on operations* in Bermuda, there may be opportunities for you to volunteer for an overseas deployment.

Training Overseas

You may be sent overseas to take part in training exercises.

Drills to be Served

During each year of service you will be required to complete 40 Drills and one 15 day camp. You must do all drills as ordered by the Commanding Officer.

Embodiment

The Regiment, in whole or in part, can be called up for full-time service, at any time, by the Governor. Any time spent on Regimental duties during an embodiment is in addition to Camp Drill time.

Employers

Section 46 of the Defence Act outlines the "Duty of Employer" as does Section 13 of the Employment Act "Public Duties". Your employer must release you for Regiment service. Employers may not reduce your vacation time because of your Regimental duties.

Pay

You are paid for time served, be it a drill night, annual camp or embodiment. Embodiments and camps are paid for in advance or at the end of each week and your regular drills are paid three times a year: April, June and December. You are also eligible for certain performance bonuses payable annually.

Exemption or Deferment

Soldiers wishing to apply for an exemption or deferral of Military Service should contact their Company Office for further information on this process. After you apply for exemption you are still to report on your regular drill nights until you have been formally exempted or deferred.

BERMUDA'S MILITARY HISTORY

The Royal Bermuda Regiment has a proud history of service at home and overseas, building on the distinguished service of its predecessor units. Bermuda's military history is a glorious story that is not often told.

The Early Years

While local militias were raised from time to time since colonization, an Act of Parliament in 1895 formally raised organised units to supplement the regular British Army garrisons on the island. Given segregationist policy of the day, two units were formed: the black-recruited Bermuda Militia Artillery (BMA) and the Bermuda Volunteer Rifles Corps (BVRC), later the Bermuda Rifles, which was white.

Other units were raised at various times, including the Bermuda Militia Infantry (BMI), Bermuda Home Guard and Bermuda Volunteer Engineers (BVE).

Service Overseas: 1914 –18 and 1939—45

The BMA and BVRC served in France during the First World War and suffered terrible casualties. The BMA served in the Royal Garrison Artillery and the BVRC served in the 1st Battalion Lincolnshire Regiment. Battle Honours were earned throughout the European campaign in which over 100 Bermudians lost their lives. Many were conspicuous in their service, with Bermuda's soldiers earning, amongst other commendations, the Military Medal for Gallantry.



During the Second World War the BMA were the Bermuda Contingent of the 1st Caribbean Regiment which served in North Africa and Europe. The Bermuda Rifles served as a company in the Royal Lincolnshire Regiment in Britain and Europe. Other Bermudians joined the Royal Air Force and Royal Canadian Air Force or saw service with the Royal Navy. Of the 184 Bermudians serving overseas, 35 paid

the ultimate sacrifice. Many were highly decorated for their valour, including a George Cross.

At home, the BMI and BVE, along with those who remained of the BVRC and BMA, guarded our shores. Bermuda's brave men and women served with courage, pride and distinction during these wars. It is fitting that we remember them every 11th November during the National Service of Remembrance.



Post War Years

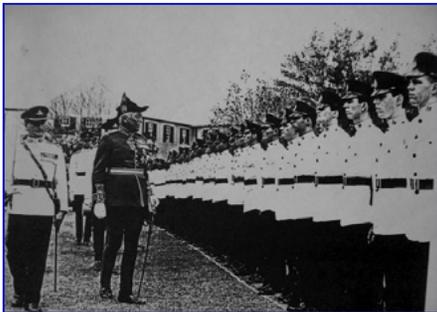
Post World War II Bermuda was full of military activity with the continuing garrisons, the active HM Dockyard under the Royal Navy and the well-established bases of the Americans and later the Canadians. Within a dozen or so years, the advent of the so-called Cold War had changed the face of the world, including Bermuda.



The gun defences of Bermuda were becoming as outdated as the role itself and in 1953 the BMA were re-equipped and trained as infantry although they proudly retained their Royal Artillery allegiance, uniform and badge. Along with the social changes of the '50's and '60's the two units were poised for change.

Amalgamation

The BMA and Bermuda Rifles, while officially separate and still racially segregated, steadily became jointly active through training exercises and ceremonial parades.



On the 1st September 1965 the BMA and the Bermuda Rifles were combined to form the Bermuda Regiment. The amalgamated infantry battalion adopted the histories and characteristics of the predecessor units, although disappointingly the units' well-earned battle honours were not carried forward to the Colours and Drums of the Regiment.

Her Late Royal Highness, The Princess Margaret, GCVO, Countess of Snowdon, was the Regiment's first Colonel-in-Chief and presented our first Colours .

1960s and 1970s

The first decade and a half of the Regiment's existence was characterised by the social climate and disturbances of the time for which the Regiment was embodied:

- ▶ 1966 STRIKE AND BELCO RIOTS
- ▶ 1968 RIOTS AND STATE OF EMERGENCY
- ▶ 1970 RIOTS AND STATE OF EMERGENCY
- ▶ 1972 ASSASSINATION OF POLICE COMMISSIONER
- ▶ 1973 ASSASSINATION OF THE GOVERNOR AND HIS ADC
- ▶ 1977 RIOTS AND STATE OF EMERGENCY

1980s

The strength and role of the Regiment was reviewed following the disturbances of 1977 and the Gilbert Report led to significant expansion of the Regiment in terms of structure and training.



1980s Continued

The decade presented further social change as the Regiment slowly defined its role within society. From the General Strike of 1981 through to the devastating Hurricane Emily in 1987, the Regiment showed itself to be responsive in time of national crisis.

- ▶ 1980 FIRST BLACK CO (COL C EUGENE RAYNOR, NOW HONORARY COLONEL)
- ▶ 1981 EMBODIMENT FOR GENERAL STRIKE
- ▶ 1987 EMBODIMENT FOR HURRICANE EMILY

1990s

The Regiment entered the decade celebrating its 25th Anniversary. During a Royal Visit, The Late Princess Margaret presented a new set of Colours to the Regiment.

The Regiment was twice embodied for security and ceremonial services for the Anglo-American Summits of the early '90's between President GHW Bush and Prime Ministers Thatcher and Major. In 1993, the Defence Act 1965 was supplemented by Governor's Orders which further defined the structure and purpose of the Regiment.

In 1996, Bermuda became the focus of the world when a Chinese fishing vessel *Xing Da* with 100 illegal immigrants entered Bermuda waters. The Regiment was embodied to provide cordon and search capabilities and humanitarian support.



2000 and Beyond

The new millennium saw the Regiment branch out further into the international arena, expanding its training with its sister regiments (see Affiliations, page 30) and supporting countries in need. The Regiment's role in the aftermath of Hurricanes Fay & Gonzalo in 2014 drew widespread acclaim and reconfirmed our valuable service in restoring the island to normalcy

- ▶ 2000 JOINT PATROLLING WITH BERMUDA POLICE SERVICE (TALL SHIPS 2000)
- ▶ 2001 EMBODIMENT FOR US TERROR ATTACKS
- ▶ 2003 EMBODIMENT FOR HURRICANE FABIAN
- ▶ 2004 HURRICANE RELIEF MISSION TO CAYMAN ISLANDS
- ▶ 2005 HURRICANE RELIEF MISSION TO GRENADA
- ▶ 2007 INTERNAL SECURITY DEPLOYMENT FOR CRICKET WORLD CUP IN BARBADOS
- ▶ 2008 HURRICANE RELIEF MISSION TO TURKS AND CAICOS ISLANDS
- ▶ 2009 EMBODIMENT FOR VISIT BY HM THE QUEEN
- ▶ 2010 PARTIAL EMBODIMENT FOR HURRICANE IGOR
- ▶ 2010 PRESENTATION OF NEW COLOURS
- ▶ 2010 ASSISTANCE TO FIRE & RESCUE SERVICE FOR MARSH FOLLY DUMP FIRE
- ▶ 2011 MARITIME PATROL ASSISTANCE TO THE BERMUDA POLICE SERVICE
- ▶ 2012 ASSISTANCE TO FIRE & RESCUE SERVICE FOR MARSH FOLLY DUMP FIRE
- ▶ 2014 EMBODIMENT FOR HURRICANES FAY & GONZALO
- ▶ 2015 FREEDOM OF CITY OF ST GEORGE'S & CITY OF HAMILTON
- ▶ 2015 REGIMENT AWARDED ROYAL TITLE BY HM THE QUEEN ON 1 SEP 2015
- ▶ 2015 HURRICANE JOAQUIN EMBODIMENT
- ▶ 2016 HURRICANE NICOLE EMBODIMENT

In addition to continuing training opportunities throughout the Americas and Europe, Regiment personnel served in Africa as part of the International Military Advisory Team to Sierra Leone's armed services.

CURRENT ROLES

General

The Regiment falls under the remit of His Excellency the Governor who serves` as Commander-in-Chief. The Regiment is guided by the appointed members of the Defence Board. Delegated Authority to the Government of Bermuda rests with the Minister of Public Safety. These authorities outline their requirements for the Regiment in areas such as:

- ▶ Assistance to the Civil Authority, namely:
 - ▶ Assistance to the Civil Ministries;
 - ▶ Assistance to the Civil Power; and,
 - ▶ Assistance to Bermudian Society.
- ▶ Assistance to the International Community.

Assistance to the Civil Ministries

The Regiment may be called upon to give assistance to various government ministries which could be responding to a crisis beyond their immediate control or other more routine requests for assistance. Crises include natural disasters such as hurricanes and man-made catastrophes like plane crashes and oil spills. Non-crisis assistance includes maritime patrol support (Boat Troop) to Police, Customs and Fisheries and the provision of ceremonial guards and the Band and Corps of Drums for parades and official or state occasions.



Assistance to the Civil Power

The Regiment may be called upon to assist the civil power by providing protection for the Key Points (KPs) and other Internal Security (IS) Operations in support of the Police – such as crowd control. Bermuda has a number of critical KPs such as the airport, oil terminals and BELCO, some of which may require reinforced security during difficult periods.

Assistance to Bermudian Society

The Regiment provides important support to the integration and development of Bermudians through provision of a common military experience, the opportunity to enhance life skills and an appreciation of discipline. By developing skills to support, and respect for, civil authority and society we mould better citizens and make Bermuda a better country.



Assistance to the International Community

The Regiment has sent individuals and entire platoons to provide assistance to the International Community. Of recent note is the Internal Security deployment to Barbados for the World Cup of Cricket and disaster relief efforts in Grenada, Cayman and Turks and Caicos.

CUSTOMS AND TRADITIONS

OVERVIEW

The history of the Royal Bermuda Regiment stretches back many years prior to its formation in 1965. As a result there are many traditions and customs that are held in great esteem and respected. These are closely preserved and as a serving soldier you are expected to be familiar with them and honour them accordingly. They are a source of pride.

The Badge of the Royal Bermuda Regiment

The Regiment Badge is instantly recognisable by all within the Regiment and the community. It is as much a source of identification to others as it is a symbol of pride to you. This insignia is worn in your head-dress as a highly polished cap badge, appears on your unit flash and is incorporated into signage and all printed materials.



The badge combines a brass field gun of the Artillery (BMA) with a Maltese Cross set inside the over-large wheel, with a half wreath under and a half-banner above carrying the word 'Bermuda', surmounted by a crown. The Maltese Cross was the central component of the BVRC badge. In addition, the ceremonial and other uniforms you wear have many blended elements of the former units.

The Colours

Men across all ages have made for themselves signs and emblems of their allegiance to their rulers, clans and brotherhoods. With these emblems at the fore they were duty bound to uphold those laws, principles and traditions of the institutions with which they were affiliated.



Prior to modern communication, Colours served as the rallying point for Regiments on the battlefield and were fiercely guarded in battle. Following in this ancient and honoured custom, the Regiment has our Colours as a symbol of our duty towards our Country and Regiment. The Colours represent our resolve to guard, preserve and sustain the great traditions of bravery, service and self-sacrifice of which we are the proud inheritors.

The Queen's Colour is the senior Colour and is carried on the right. On it is the Union flag and the monarch's crown with the words Bermuda Regiment, representing our allegiance to the crown. The Regimental Colour is carried on the left. It has a motif similar to the Regimental Badge, although crossed gun barrels appear under the Maltese Cross rather than the single barrel and wheel seen on the badge. These symbols are sur-

The Colours are carried on parade by junior officers as part of the Colour Party. When carrying the Colours the officers are referred to as ensigns, the more senior of the two carrying the Queen's Colour. The Colours are protected on parade by escorts, being two Colour Sergeants and a Warrant Officer. **Uncased Colours are saluted by all ranks.**

Our first Colours were presented to the Regiment on 23 November 1965 by our then Colonel-in-Chief, HRH Princess Margaret. She returned to present the second set of Colours in 1990 on the occasion of the Regiment's 25th Anniversary. Annually, the Warrant Officers and Sergeants' Mess hosts The Colours Ball. The first Ball was held on



Saturday 27th November 1965 at Admiralty House Ball Room, following the presentation of the original Colours. In November 2010 the Regiment was presented with a new set of Colours by our current Colonel-in-Chief, The Duchess of Gloucester.

The Royal Bermuda Regiment March

The Royal Bermuda Regiment March is a stirring quick march played when The Colours are marched on and off parade and when troops are marching past. The march was written in 1965 by then-Director of Music Major LN Dunn, MBE, ED, ARCM. Lyrics were added by Maj B StV Dill, ED, EM, AVCM as follows:

HERE'S TO US THE SOLDIERS OF THE LAND, OUR LAND,
HONOUR BOUND, BRAVE AND SURE, WE'RE PROUD FROM MAN TO MAN,
BERMUDA IS THE HOME OF REGIMENTAL PRIDE,
AND TO OUR FLAG WE'LL EVER BE TRUE.

OH, HERE'S TO US THE SOLDIERS OF THE LAND, OUR LAND,
FOLLOWING THE SOUNDS OF OUR OWN BAND THROUGHOUT THE LAND,
OH, HERE'S TO US THE LEADERS OF THE FIGHT AND LIGHT,
AND FOR OUR OWN, WE'LL STRUGGLE TO THE END.

FOR WE WILL NOT BE MOVED AWAY,
FROM OUR TASK, FROM OUR GOALS,
TO CONQUER ALL OUR FOES,
FOR WE WILL ALL UNITE,
TO PRESERVE AND LEAD THE GLORIOUS FIGHT.

FOR WE WILL NOT BE SWAYED AWAY,
FROM OUR TASK, FROM OUR GOALS,
TO CONQUER ALL OUR FOES,
FOR WE WILL ALL UNITE,
TO PRESERVE AND WIN THE GLORIOUS FIGHT.



AFFILIATIONS

London District (UK)

London District is the British Army Headquarters through which the Bermuda Regiment maintains formal relations with the British Army. The Bermuda Regiment is able to request logistical, training and operations support as required.



The Royal Anglian Regiment (UK)

In both World Wars members of the Bermuda Volunteer Rifle Corps served in battle alongside the Lincolnshire Regiment. Through this service an affiliation grew which has extended through the Lincoln's successor regiment, the Royal Anglians. Loan service officers have served with distinction in the Regiment as Staff Officer, Adjutant, RSM, Training Warrant Officer and Full Time Instructors (FTIs). In addition Royal Anglian and Royal Bermuda Regiment personnel join their sister regiments on local and overseas camps.



The Lincoln and Welland Regiment (Canada)

Another part of the Lincolnshire Regiment connection extends to St Catherine's, Ontario, Canada—home of the "Links and Winks". Through joint training on overseas camps & loan service personnel during Recruit Camp we continue this historic affiliation.



The Jamaica Defence Force (Jamaica)

The newly formed Bermuda Regiment first went to Jamaica in the late 1960s and has been going back for training and annual overseas camps ever since. A close bond between the JDF and the Royal Bermuda Regiment has been fostered over these many years and today the Regiment benefits not only while in Jamaica, but through secondment of personnel. Senior ranks from the JDF have served as RSM and FTIs and contribute instructors for our annual Recruit Camp. Regiment personnel regularly benefit from diverse training courses conducted by the JDF.



The Royal Gibraltar Regiment (Gibraltar)

The Royal Gibraltar Regiment (RGR) is the home defence unit for the British Overseas Territory of Gibraltar. The RGR has enjoyed a close association with the Royal Bermuda Regiment and personnel from both units have participated in exchanges and attachments over many years, including the Regiment's Annual Overseas exercise in Jamaica and the United States and the RGR's annual battalion level exercise in Morocco, *Jebel Sahara*. There are many similarities and parallels between our Regiments: both are amalgamations of two predecessor units, one artillery and one infantry. As such, both Regiments enjoy a very uncommon distinction: they possess two sets of Colours. One set are the flags that are carried ceremonially on parade. The second are the artillery guns used for ceremonial salutes.



SENIOR APPOINTMENTS

Colonel-In-Chief

The Colonel-in-Chief serves as Royal Patron and makes occasional visits to their units. The Bermuda Regiment's first and longest serving Colonel-in-Chief was HRH The Princess Margaret, who visited the Regiment on numerous occasions, including on inception in 1965 and on our 25th anniversary in 1990. On both of these occasions Colours were presented.



Since 2006, HRH The Duchess of Gloucester has been the Regiment's Colonel-in-Chief and visited the Regiment where she also presented our third set of Colours in 2010. HRH will visit the Regiment and be present for the Bermuda Tattoo 2015 to celebrate the Regiment's 50th Anniversary.

Commander-In-Chief



The Regiment falls under the remit of His Excellency the Governor who serves as Commander-in-Chief. The Regiment operates under the Defence Act 1965 and the Commanding Officer is guided by the appointed members of the Defence Board. Delegated Authority to the Government of Bermuda rests with the Minister of Public Safety.

As Commander-in-Chief, His Excellency consults directly with the Commanding Officer and the Defence Board. He also liaises with a senior military adviser from the UK who have special responsibilities for Bermuda. His Excellency (as Her Majesty's representative), leads all official state functions and parades. He is accompanied by his personal staff officer or Aide-de-Camp (ADC) who is a Royal Bermuda Regiment Officer. Mr John Rankin CMG was sworn in as Governor and Commander-in-Chief on 05 December 2016.

Honourary Colonel

The Honourary Colonel is the honorary senior officer of the Regiment. The Honourary Colonel is responsible for maintaining the traditions and standards of the Regiment. He advises, and is consulted by, the Commanding Officer on all aspects relating to the well-being of the unit and its soldiers with the exception of operations. The Honourary Colonel is traditionally a former senior officer of the Regiment.

The Honourary Colonel, observes training both locally and overseas, assists official functions and parades. He promotes the identity of the Regiment and serves as its representatives in dealing with his counterparts and associations of our affiliate regiments. Since 1999 the Honourary Colonel of the Bermuda Regiment has been Col C Eugene Raynor, OBE (Mil), ED. Col Raynor was Commanding Officer from 1980 to 1984.



ORBAT OF THE REGIMENT

Commanding Officer (CO)

The CO is a Lieutenant Colonel and is in overall command of the Royal Bermuda Regiment. He delegates the running of individual Companies to the Company Commanders (see next page). The Companies in the Regiment are C Company (C Coy), A Company (A Coy), Support Company (Sp Coy), Quartermaster's Company (QM Coy), Band Company (Bnd Coy) and Training Wing (Trg Wng).

Second-in-Command (2IC)

The 2IC is the most senior Major of the battalion and assumes command of the Regiment in the absence of the CO and normally co-ordinates day to day running of the Battalion.

Staff Officer (SO)

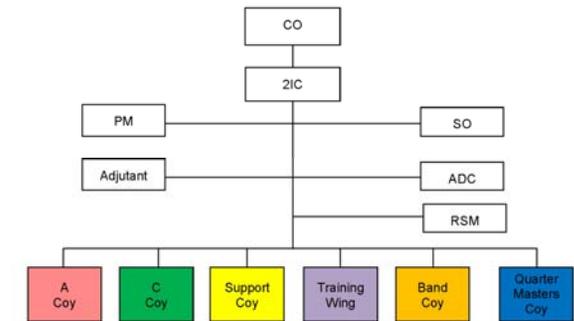
The SO advises the CO and has special responsibilities for operational plans, security and overseas liaison.

Training Officer (TO)

In addition to being OC Training Wing, the TO is responsible for coordinating all the training that is carried out within the Regiment.

Paymaster (PM)

The PM is responsible to the CO for the administration of all accounts, pay matters and budgets within the Regiment



Quartermaster (QM)

In addition to his role as an OC, the QM is responsible to the CO for all matters dealing with the logistical administration of the Regiment, such as: facilities, clothing and equipment, rations, weapons, instruments, vehicles, fuel, lighting, etc.

Director of Music (DOM)

In addition to his role as an OC, the Director of Music is responsible for the good order, musical training and general well being of the Band and Corps of Drums.

Adjutant (Adjt)

The Adjt is the CO's Personal Staff Officer and is responsible to the CO for the discipline and administration of the Royal Bermuda Regiment.

Aide-de-Camp (ADC)

The ADC is the Governor's Personal Staff Officer and is seconded to Government House to fulfill his duties. He is appointed by the Regiment and is therefore responsible to the CO for all matters involving HE.

Regimental Sergeant Major (RSM)

The RSM is the senior enlisted man of the Royal Bermuda Regiment and is responsible to the CO for the standard of drill and discipline of the Regiment.

Regimental Chaplain (Padre)

The Regimental Chaplain, traditionally addressed as 'Padre', is responsible to the Commanding Officer to provide spiritual leadership, pastoral support and moral guidance to all members of the Regiment, whatever their religion, beliefs or background.

COMPANY ORBAT

Company Commander (OC)

Company Commanders (also known as Officers Commanding, hence "OC") are responsible to the CO for the training, discipline, organisation and administrative efficiency of their companies. **Normally a Major.**

Company Second-in-Command (Coy 2IC)

The Coy 2IC assists the OC in the administration of the Company and takes the place of the OC in his absence. **Normally a Captain**

Platoon Commander (PI Comd)

A Platoon is a tactical and administrative unit of the Company and the PI Comd is responsible to his OC for its tactics, discipline, organisation, administration and recreational training. **Normally a Lieutenant**

Company Sergeant Major (CSM)

The CSM is to a company what the RSM is to the Regiment. He is the OC's right-hand man and assists him in all matters concerning the management of the Company and its discipline.

Normally a Warrant Officer Class 2 (Sergeant Major)

Full-Time Instructor (FTI)

FTIs are employed full-time by the Regiment. They are responsible for the day-to-day running of the Company with particular emphasis on administration and training.

Sergeant to Warrant Officer Class 2

Company Quartermaster Sergeant (CQMS)

The CQMS is directly responsible to his OC and the QM for the Stores and Equipment on charge to his Company.

Normally Sergeant or Colour Sergeant

Platoon Sergeant (PI Sgt)

The PI Sgt is responsible to the PI Comd for his platoon and in all matters concerning discipline and administration whether in the field, on exercise or in the barracks.

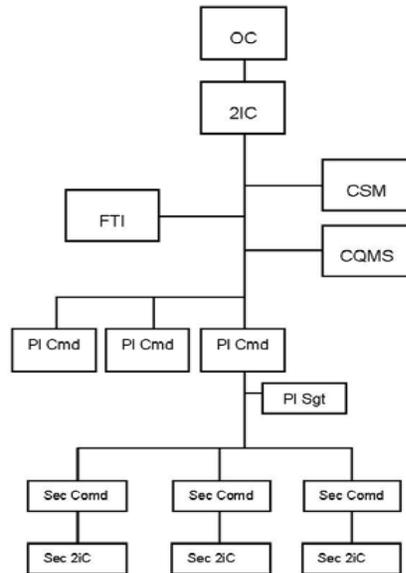
Section Commander (Sect Comd)

The Sect Comds task is to train his section for and command them in operation.

Corporal / Lance Corporal

Section 2IC (2IC)

The Sect 2IC is responsible to his PI Sgt for the soldiers' administration, welfare and discipline. **Lance Corporal**



SPECIALIST SUB UNITS

Overview

Specialist Sub Units include the Band and Corps of Drums, Quartermaster's Company, Training Wing and the various sections of Support Company.

Support Company

Sub Units within Support Company include:

Boat Troop (Boats). Boat Troop is responsible for the care and maintenance of the maritime assault boats in their charge. They have a variety of duties and are used extensively during the summer months patrolling the waterways with the Bermuda Police Service Marine Section. They also assist other agencies in search and rescue, oil containment and conveying soldiers around the island in emergencies and during operations.



Guns Assault Pioneers (GAP). GAP is responsible for any light construction work that is required by the Regiment, such as sanger building, and obstacle construction, etc. They are also responsible for the care and maintenance of the 25-pound artillery guns when not in use and their operation on ceremonial parades.

Comms Unit (CU). CU is responsible for the maintenance and instruction of all communications equipment. The Regimental Comms Officer (RCO) is responsible for the training efficiency and discipline of the Comms Unit.

Medical Section (Medics). The Medics are responsible for the instruction and provision of all first aid requirements. The RMO is responsible for medically examining all potential recruits, giving medical attention to the sick and injured and holding health inspections of the troops as may be necessary.



Provost Section (RPs). The Regimental Police (RPs) man the Guard Room, perform ceremonial duties and ensure good order and discipline.

Motor Transport Section (MT). The MT section is responsible for the care, servicing and maintenance of all the Regiment's military vehicles. In the event of an embodiment, the MT Section is responsible for the movement of the Regiment to any location on the Island as well as on overseas exercises if present

Public Relations Section (PR). Under the PRO, this section is responsible for providing the media with news so as to keep the Regiment in the public eye.

REGULAR TRAINING

General

You are required to attend all local training as directed and complete an Annual Camp each year. Training requirements are generally detailed in training calendars provided to you at the start of the training period. In addition, there may be other training that you will be directed to attend. Failure to attend training is an offence. If you need to be excused from training you must follow established procedure.



Drill Nights

A Drill Night is the standard training evening which you are required to attend once a week, a “drill is equal to 2.5 hours. You are required to report on time for muster at 1900hrs (7pm) or as instructed. You are to bring all kit and equipment as instructed. A drill night may involve periods of instruction in military or other skills, live firing, physical fitness or parade (drill) practice. If you have any questions about what you need for a particular evening, call your company office.

Weekend Training

During the training year you are required to participate in a number of training weekends. These typically run from Friday evening through to Sunday afternoon. The weekends may involve your whole Company, or even the entire Regiment.

Parades

As a soldier you will be trained to a high standard of drill with a view to participating in a series of ceremonial parades. These include: The Pepper-corn Ceremony (April), The Queen’s Birthday Parade (June), The Convening of the Legislature (October/ November) and The National Service of Remembrance (November). You will be required to practice for these parades on regular drill nights in Warwick Camp and on location, usually the Sunday preceding the parade.



Community and Other Service

Throughout your service you may be required, or requested to volunteer, for certain training or activities outside of regular drills. This may include specialist training (e.g. Driving Cadre) or community service support.

SPECIAL TRAINING OPPORTUNITIES

General

The Regiment offers extensive training in many areas and not all of this training is strictly military. Certain training in Bermuda is limited due to space, resources and logistics. The Regiment has access to extensive training opportunities in different roles in varied locations.

Junior Non-Commissioned Officer Training

The Junior Non-Commissioned Officer Cadre (the “JNCO Cadre” or just “Cadre”, pronounced “cader”) is a promotions course for promotion from Pte to LCpl and is open to all soldiers who have completed one year of service and have the recommendation of their Company Commander. This training requires additional drill nights and weekends and develops your leadership and command skills, broadens your military knowledge and strengthens teamwork. The tactics phase runs from February, building to an overseas camp in June. This is followed by the Method of Instruction (MOI) phase that is conducted until October. Successful students will receive their first stripe and pass out as a Lance Corporal in November. From there follows further instructor training.



Potential Officer Training

Soldiers who wish to be considered for officers selection must attend a selection weekend where potential candidates are assessed on leadership, critical thinking, military knowledge and presentation skills among other things. A group of senior officers will interview candidates and then make recommendations to the CO. Officer Cadets will then participate in a local training programme which prepares them for the Army Reserve Commissioning Course (ARCC) at the Royal Military Academy Sandhurst.

Other Local Training Courses

- ▶ Mechanical/Vehicle Repair (Marine and Automotive), vehicle operation and instruction – including the training and licensing for all classes of vehicles including buses.
- ▶ Advanced Driver Training (with BPS).
- ▶ First Aid, CPR, Infant CPR, IV and Burns, ECAT, EMT and other medical training in (with St John Ambulance and Bermuda Hospitals Board).
- ▶ Coxswain, Pilot and Navigation courses (in conjunction with Bermuda Police Service (BPS) and Marine and Ports Services (MPS)).
- ▶ Rummage, boarding and interdiction techniques (HM Customs, BPS and MPS).
- ▶ Culinary Training (with the Bermuda College’s Culinary Arts Programme).
- ▶ Electronic Communications Training and Repair.
- ▶ Search and Arrest Course for Regimental Police (with BPS and HM Prisons).
- ▶ Hazmat and Fire Related Training (with Bermuda Fire and Rescue Service).
- ▶ Oil Spill Recovery and Training (with CCA and local Oil Companies).
- ▶ Bridging, shoring and other construction training.
- ▶ Method of Instruction, Presentation Skills and Public Speaking.
- ▶ Musical Theory and Performance Instruction.
- ▶ Various courses in personnel management, human resources, financial management, etc.

Overseas Training Locations



The Royal Bermuda Regiment has travelled and trained all over the world and today the opportunities are greater than ever before. Amongst regular training locations such as the US, Canada, Jamaica and the UK, Regiment personnel have trained in Cyprus, St Lucia, Norway, Dominica, Morocco, Kenya, Jordan, Barbados, Belize, Germany, Antigua and Gibraltar to name a few. Operational tours have also taken place in Sierra Leone, the Cayman Islands, Grenada and the Turks and Caicos

Islands.

Overseas Training Courses

Overseas Training Courses are varied and while limited places are available for new soldiers, as you gain experience and show interest, you can put your name forward to participate. A list of overseas training courses is maintained and coordinated by the Staff Officer and you should ask your Full Time Instructor (FTI) for more information.

Attachments

As a Regiment we are fortunate to have well-established affiliations with our Sister Regiments. Limited slots are available for soldiers for attachments to other units. These may run for two weeks or more. In 2014 the Regiment was able to attach 3 soldiers to the Welsh Guard for Exercise Askari Thunder in Kenya. This exercise was 6 weeks long with 2 weeks of pre-deployment training in London. In 2016 another Regiment soldier was attached to 2nd Bn Royal Anglian Regiment for the six-week Exercise Askari Storm. For more information on attachments, contact your FTI.



EXTENDING YOUR SERVICE

General

About half of Regiment personnel are serving beyond their minimum obligation of three years and two months. These men and women form a valuable base of knowledge and experience vital to achieving our aims.

Why Extend my Service?

We understand the demands of home and work life when coupled with serving in the Regiment. Extended service does not necessarily mean more work! The Regiment will work with you to ensure that you are posted to a role that best suits you and which offers the development and training opportunities you desire.

Some of the benefits are:

- ▶ Continued educational support;
- ▶ Enhanced training, development and travel opportunities
- ▶ Increased pay based on seniority
- ▶ Promotion opportunities; and,
- ▶ Personal development.

How Do I Extend my Service?

As you near the completion of your third year of service speak to your immediate commander or FTI. There is a very simple re-engagement form to fill in and this will initiate one additional year of service. We will work with you to determine the most suitable role.

FULL TIME STAFF

Overview

The Royal Bermuda Regiment has approximately thirty full time staff positions. From time to time, openings for certain positions will be posted on Part One Orders. These posts require that you have attained a particular rank or have had requisite training and experience. Entry level positions include:

- ▶ Clerk—performing office administration and other duties;
- ▶ Storeman—responsible for maintaining/issuing/overseeing kit, equipment and stores; and,
- ▶ Driver—from general driving duties to diplomatic driving responsibilities.

As a member of Full Time Staff (FTS) you will enjoy working with a dedicated group of professionals and have fantastic opportunities for overseas training and attachments. All FTS are eligible for free comprehensive health insurance (including dental and vision care) and other benefits including, travel, continuing education and 19 days' (starting) annual leave.

For more information contact your Full Time Instructor (FTI).



PAY AND PERFORMANCE BONUSES

General

Your time served is valuable and the Regiment endeavors to ensure that you are adequately compensated and recognized for your service.

How Payment is made:

All payments are made in Bermuda Dollars by electronic deposit to either a Current or Savings Account at either HSBC, Butterfield or Clarien Bank. No payments will be made by cheque or cash. Before beginning your service you will have to have a Bermuda Bank Account that you are one of the named signatories.

Pay Rates

Your rate of pay is determined by your rank and the number of years served in that rank. Pay rates are reviewed annually in August of each year. The adjacent table shows pay rates in effect from 1 August 2013.

Payment Times and Methods

- ▶ Regular Drills—You will be paid three times a year in April, June and December. This will usually be by wire transfer and will cover your evening and weekend drills served for that pay period.
- ▶ Camp and Embodiment Pay—You will normally be paid at the end of each week by wire transfer.
- ▶ Performance Bonuses—Paid annually in December.

Performance Bonuses

In addition to pay, each soldier may also qualify for a financial performance award if they achieve certain targets.

- ▶ Passing the Combat Fitness Test (CFT)
- ▶ Passing the Annual Personal Weapons Test (APWT)
- ▶ Passing the Personal Fitness Test (PFT)
- ▶ Passing Annual First Aid Test
- ▶ Passing Rules of Engagement Test

	Average Daily Pay	Average Weekly Pay	Average Annual Pay
Pte	\$ 142.95	\$ 1,000.63	\$ 52,032.82
LCpl	\$ 163.63	\$ 1,145.41	\$ 59,561.13
Cpl	\$ 189.42	\$ 1,325.95	\$ 68,949.17
Sgt	\$ 211.12	\$ 1,477.85	\$ 76,848.28
CSgt	\$ 241.15	\$ 1,688.08	\$ 86,143.24
WO2	\$ 278.31	\$ 1,948.17	\$101,304.73
WO1	\$ 309.89	\$ 2,169.20	\$112,798.48
OCdt	\$ 211.12	\$ 1,477.85	\$ 76,848.28
2Lt	\$ 278.31	\$ 1,948.17	\$101,304.73
Lt	\$ 293.34	\$ 2,053.35	\$106,774.37
Capt	\$ 318.54	\$ 2,229.76	\$115,947.58
Maj	\$ 354.64	\$ 2,482.46	\$129,088.17

\$500 is awarded for passing all 5 tests, and \$300 if you pass 4. If you pass 3 or less you will not receive a bonus.

Fines

You may be fined for certain military offences or charged for lost kit and equipment. These charges are to be settled in cash promptly. Failure to do so can lead to further disciplinary procedures and the deduction of your pay.

UNIFORM AND APPEARANCE

General

As a soldier you will be issued various uniforms. The Dress Regulations covering your uniforms are contained in Standing Orders 52—54 and reproduced, in part, on the next page.

Your uniform and how you wear it represents you and your Regiment. Wear it with pride.

Wearing Your Uniform Correctly

In all instances your uniforms should be clean and serviceable. They should fit you comfortably without being too tight or baggy. Key considerations are:

- ▶ Your cap badge should be highly polished;
- ▶ Your boots should be clean, properly laced and maintained;
- ▶ Your belts and webbing should be sized appropriately and fit correctly.



If you need to exchange your uniform, you may visit Quartermaster's Stores during regular working hours (0830hrs—1230hrs & 1400hrs—1700hrs), however, you are advised to call 238-3930 to make an appointment. Lost, stolen or damaged uniforms should be reported to your immediate superior to ensure proper reporting and replacement as appropriate.

Shaving

Moustaches must be trimmed in line with the upper lip. No other facial hair is permitted and you are to be clean and neatly shaven for every Regimental activity. A medical officer will issue shaving certificates to personnel who are unable to shave for valid medical reasons. This certificate is to be carried by the soldier at all times and produced when ordered.

Haircuts

Your hair is to be closely cropped at all times. Sideburns are to be at the middle of your ear and hair should be cut above the collar. Lines and other designs are not permitted; this includes your eyebrows. Females are to have their hair in a neat bun. Longer hair should be secured in a fair net off the shoulder. Hair should be of a natural colour.

Jewelry

Jewelry is not to be worn, with the exception of wedding bands. Permission to wear a single pair of small gold stud earrings will only be granted to Servicewomen who are attending formal functions.

Training Dress (No. 8 Dress—Combat)

The basic uniform for all of your Regimental training activities.

- Head Dress: Blue beret with cap badge over left eye.
 Shirt: Combat shirt. Sleeves of shirt folded in a 3 inch fold ending 3 inches above the elbow.
- T-Shirt: Tan. Wearing is optional.
- Trousers: Combat Trousers worn with belt. Trouser bottoms tucked into elastics around the boot.
- Footwear: High top rubber-soled boots and issued beige socks.
- Jacket: Combat jacket to be worn when ordered.
 Norwegian: Norwegian (Olive Green/Tan). When ordered.
- Webbing: As ordered. *When in doubt, bring it!*



Drill Order (No. 5 Dress)

Worn for drill lessons and parade practices. It is as above for Training Dress, except:

- Head Dress: No1. Forage Cap with Cap Badge.
 Footwear: Leather-soled boots with toes and heels highly polished.
 Belt: Black Plastic worn on outside of shirt.

IS (Internal Security) Order

Worn for internal security training and deployment. It is as above for Training Dress, except:

- Jacket: Combat jacket always to be worn.
 Webbing: Reduced webbing configuration with yoke, belt, ammunition and water pouches only.
 Combat Body Armour and Helmet.

Ceremonial (No. 3 Dress)

The ceremonial uniform used for all standard parades.

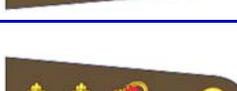
- Head Dress: No1. Forage Cap with Cap Badge.
 Jacket: White jacket / Tunic.
 Trousers: Dark blue with red stripe.
 Footwear: Leather-soled boots with toes and heels highly polished and issued olive green socks.
- Belt: Black plastic.
 Bayonet Frog: Black plastic.
 Gloves: White.
 Undershirt: White or Black with no design.



BADGES OF RANK NON-COMMISSIONED OFFICERS

Rank	Abbreviation	Addressed as	Badge of Rank
Private ¹ Bandsman Drummer	Pte Bdsm Dmr	Private Bandsman Drummer	
Lance Corporal	LCpl	Lance Corporal or "Corporal"	
Corporal	Cpl	Corporal	
Sergeant	Sgt	Sergeant	
Colour Sergeant ²	CSgt	Colour Sergeant or "Colour"	
Warrant Officer Class Two (Sergeant Major)	WO2	Sir or Sergeant Major	
Warrant Officer Class Two (Regimental Quartermaster Sergeant / Chief Clerk)	WO2 (RQMS/CC)	Sir or Sergeant Major	
Warrant Officer Class One (Bandmaster) ³	WO1 (BM)	Sir (Officers may use "Bandmaster" or "Mr Last-name")	
Warrant Officer Class One (Regimental Sergeant Major)	WO1 (RSM)	Sir (Officers may use Mr Last- name")	

BADGES OF RANK COMMISSIONED OFFICERS

Rank	Abbreviation	Addressed as	Badge of Rank
Officer Cadet ⁴	OCdt	Mr Last name	
Second Lieutenant	2Lt	Sir (senior officer/ Warrant Officers may use "Mr Last- name")	
Lieutenant	Lt	Sir (senior officer/ Warrant Officers may use "Mr Last- name")	
Captain	Capt	Sir or Captain	
Major	Maj	Sir or Major	
Lieutenant Colonel ⁵	Lt Col	Sir or Colonel	
Colonel	Col	Sir or Colonel	

NOTES

- 1 All of these ranks are equivalent to Private.
- 2 Other Battalions may use Staff Sergeant (SSgt), addressed as "Staff".
- 3 At the date of publication, these appointments were not made.
- 4 Not a substantive rank.
- 5 Lieutenant Colonel is the senior commissioned rank within the Royal Bermuda Regiment and is held by the Commanding Officer. The rank of Colonel is held by the Regiment's Honourary Colonel.

FITNESS, SPORT AND RECREATION

Overview

To become an effective soldier you will need to be physically fit. We appreciate that not everyone starts their service in great physical condition and we encourage you to improve your basic fitness through your own personal routine that will be supported by your regular training.

Two to three times a week try to fit in 30 to 40 minutes of physical activity, such as:

- ▶ Run a set route of a mile and a half—you should be able to accomplish this in 10 to 12 minutes,
- ▶ Do as many sit-ups and press-ups as you can in 5 to 10 minutes; and/or,
- ▶ Make use of the weights and cardio equipment available in the Regiment's Fitness Centre.



Annually you will be required to pass certain fitness tests for which you are eligible for financial incentives

Fit for duty, fit for life

The Regiment requires its personnel to be fit, physically and mentally. As a Regiment we organise and participate in several sporting events including: May 24th Marathon Derby, various uniformed services challenges, inter-mess competitions in football, cricket and golf, the Warrant Officers' and Sergeants' Mess Annual Fishing Tournament (July)...to name but a few.

Team Sports

We also recognise the benefits that team sports can provide such as: leadership, communication, esprit de corps, courage, and dedication. These attributes translate directly into a soldier's military development and we actively encourage you to participate in a number of physically demanding sports: football, rugby, hockey, basketball, volleyball and many others. So whether you're running a local road race or leading a Regiment Football team to victory, we encourage your involvement and can provide support in the way of uniforms, paying for entry fees and allocating training time.



Bermuda Regiment Underwater Taskforce

The Bermuda Regiment Underwater Taskforce (B.R.U.T.) is the Regiment's dive club. The club aims to get soldiers diving, support other government agencies and the dive community. For the Regiment's 50th anniversary celebrations BRUT undertook 50 dives in 50 days included marine conservation and mapping.

EMBODIMENT PROCEDURES

Overview

During your Service with the Regiment you may be required to respond to differing incidents and situations. In order to respond appropriately, the Regiment uses a Notice to Move (NTM) system, which lays down the period of time you will have to prepare and respond to an impending callout. For instance, NTM is set at 3 days outside of hurricane season, 2 days during hurricane season (1 Jun—31 Nov), 1 day during potential threat hurricane advisory, and 12 hours during hurricane watch. The NTM in most circumstances does not stop you going off the Island (you should speak with your commander to confirm). In extreme circumstances, the Regiment will be embodied and in this situation you will be required to report to Warwick Camp immediately. You will be called by telephone at your home or place of employment by your Company Staff. The SMS texting and Regiment Website will be used as a backup. **It is vitally important that you keep your contact information (mobile phone, home phone, address) up to date at all times through your Company office.**



It is your duty to report immediately after you are warned that embodiment has taken place. No excuse will be accepted for failing to report.

Reporting Procedure

- ▶ Collect all relevant Regimental kit and proceed to Warwick Camp;
- ▶ You should pack your rucksack as instructed and keep it packed as you may require it at short notice. **BE READY**. Remember to keep this kit serviceable at all times;
- ▶ On arrival park your car or cycle in the car park below Warwick Camp and ensure that you lock it;
- ▶ Report to your Company Office to have your name registered and hand in your car/cycle keys. They will be labeled and any authorised drivers names recorded;
- ▶ You will then be told to draw your weapon if required and will be sent to your platoon area. Your platoon area will probably be a barrack room. Here you will be briefed on the task you will perform. You are not to leave this area without permission from your Platoon Commander or Platoon Sergeant;
- ▶ At this stage you will be under your Platoon Sergeant to draw kit as required. Once this has been done and you have reported back to your platoon area you will not leave that area again until ordered to do so.

In the event of natural disaster for which you have been embodied the Regiment has resources to assist your family. There is a team assigned to assist all regimental personnel's families. Prior to embodiment please make RHQ (via your CHQ) aware if your family needs assistance. The number families should call is 238-3880.

VALUES & STANDARDS

Introduction

As a soldier in the Royal Bermuda Regiment much is expected of you. You will be required to participate in demanding but rewarding training, exercises and operations. You will be required to obey orders and to live and work under challenging conditions. Your comrades, your commanders and ultimately our Country will depend on your courage, loyalty and commitment. They will rely on you to maintain the highest standards of professionalism and self-discipline at all times. In short they must trust you, and you need to trust them.

This two-way obligation forms a covenant between the Regiment and its soldiers. Both share a common bond of identity, loyalty and responsibility for each other which is unwritten but unbreakable, and which has sustained us throughout our history.



The values and standards that are set out here- under are those that experience has shown are instrumental in allowing us to fulfill our operational roles. The key is to build and maintain that trust which is so essential to the establishment of absolute confidence between members of a team, at whatever level. These values and standards will enable the Regiment to continue to serve our Country in the future, as we have done in the past.

The Royal Bermuda Regiment exists to serve our Country and its interests. We have an excellent reputation based on our high standards of professionalism, behaviour, and self-discipline.

The challenges you will face are physically and mentally demanding, extremely unpredictable, and potentially dangerous. In the end they depend on teamwork for success, which comes from demanding training, strong leadership, comradeship and trust. Such trust can only exist on the basis of shared values, the maintenance of high standards, and the personal commitment of every soldier to the task, the team, your Regiment and our Country.

The values and standards of the Royal Bermuda Regiment are laid out in this Handbook, and you have a duty to uphold them whenever and wherever you are serving, **on duty and off**. Our ability to perform to the highest standards will depend on your doing so.

“The Royal Bermuda Regiment exists to serve our Country and its interests.”

VALUES

The six values of the Royal Bermuda Regiment are:

Selfless Commitment

Personal commitment is the foundation of military service. You must be prepared to serve whenever and wherever you are required, and to do your best at all times. This means you must put the needs of the mission, and of your team, ahead of your own interests.

Courage

Courage creates the strength on which fighting spirit depends. You must have the physical courage to carry on with your task regardless of potential danger and discomfort, and the moral courage always to do what you know is right.

Discipline

The Regiment must be a disciplined force if it is to be effective. You must therefore obey all lawful orders given to you. The best form of discipline, which the Regiment expects from you, is self-discipline. Only self-discipline will earn you the respect and trust of your comrades, and equip you to cope with the difficult, individual decisions you will have to make during your service. Good discipline means that soldiers obey their orders under the worst conditions and do so with imagination and resourcefulness.

Integrity

Soldiers must have complete trust in the integrity of each of their comrades. Integrity involves utmost honesty, reliability and unselfishness. It is an essential requirement of both leadership and comradeship. Unless you maintain your integrity, others will not trust you and teamwork will suffer. Integrity sometimes requires you to show moral courage, because your decisions may not always be popular, but it will always earn you respect.

Loyalty

Our Country and your Regiment rely on your commitment and support. You must therefore, be loyal to your commanders, your comrades and your duty. If you are not, you will weaken the unit and its ability to perform its roles.

Respect for Others

You will sometimes have to live and work under extremely difficult conditions. In such circumstances, it is particularly important that you show the greatest respect, tolerance and compassion for others because comradeship and leadership depend on it. Respect for others is based on self-respect and operational need, and depends on selfless commitment and integrity.



STANDARDS

As a soldier in The Royal Bermuda Regiment you must:

- ▶ Abide by the civil law, wherever you are serving;
- ▶ Abide by military law, which includes some additional offences such as insubordination and absence without leave, which are needed to maintain discipline;
- ▶ Avoid any activity which undermines your professional ability, or puts others at risk. In particular, the misuse of drugs and abuse of alcohol; and,
- ▶ Avoid any behaviour that damages trust and respect between you and others in your team and unit, such as deceit or social misconduct. In particular, you must not commit any form of harassment, bullying or discrimination, whether on grounds of race, age, marital status, gender, religion, sexual orientation or any other behaviour that could undermine good order and military discipline.
- ▶ Soldiers who have been convicted of a civil offence may be prohibited from serving in specialist units.

Ultimately, you must always measure your conduct against the following test:

“Have your actions or behaviour adversely impacted or are they likely to impact on the efficiency or operational effectiveness of the Regiment?”

Those in positions of authority, at whatever level, have a duty of care towards your subordinates, looking after their interests, and ensuring that they fully understand what is expected of them. This duty of care extends to ensuring that individuals who raise concerns have their complaints dealt with in a thorough and timely manner.

The challenges you will face on operations and in training will test you and your team. That is why your commitment to the Values and Standards of the Regiment is essential.



PAYING MILITARY COMPLIMENTS

Standing to Attention

Standing to Attention is the basic act of military courtesy that occurs when a soldier or junior rank meets an officer or soldier senior to them. The person receiving the courtesy (the senior) is equally responsible for returning it as the junior is for rendering it.

Soldiers are required to stand to attention in a correct and military manner, but without exaggeration. Not standing to attention properly is discourteous.

How to Stand to Attention

The soldier must be standing. Their feet must be flat on the ground with their heels together and their toes parted. Their legs are to be braced with the knees straight. The arms are straight and down the sides of the body. The hands are in a fist and run down the sides of the legs. The shoulders are pulled back and the head is held up with the chin raised.

When to stand to attention

▶ Whenever you see an officer or soldier senior in rank to you, you must pay the proper respects by standing to attention.

- ▶ When in Uniform WITH HEADDRESS you must stand to attention and salute correctly as taught, **whether the officer is in uniform or not;**
- ▶ When in Uniform, WITHOUT HEADDRESS you must stand to attention.
- ▶ If you and the officer are in Civilian Dress (or both in uniform without head-dress) you are to acknowledge by standing to attention
- ▶ When in a group, all soldiers stand to attention.



- ▶ Whenever you see the Colours uncased; and,
- ▶ Whenever the playing of the National Anthem, Last Post, Reveille, Sunset, and the Regimental March, stand to attention.

Compliments to Non Commissioned and Warrant Officers

Non Commissioned and Warrant Officers are given a military compliment by the junior Service person standing to attention. The compliment is returned by the senior ranked soldier standing to attention in acknowledgement.

MILITARY OFFENCES

General

Military Offences are serious. As a disciplined organisation, the Regiment depends on everyone's compliance with military and civilian law and order. Those breaking these rules may be charged with a Military Offence as detailed in the Second Schedule of the Defence Act (1965). In summary, these offences are:

Neglect of Duty While on Guard

You must not sleep when on duty, be under the influence of drugs or alcohol on post or leave your location without being properly relieved.

Insubordinate Behaviour

It is a serious offence to strike or otherwise use violence or threatening or insubordinate language to a superior rank.

Disobedience and Disobedience to Standing Orders

You must not, whether willfully or through neglect, disobey any lawful command. Also, you must not contravene or fail to comply with any Standing Order or other orders of a continuous nature.

Absence Without Leave

While attending a camp or embodiment you are not to be absent.

Failure to Perform Military Duties

You must not fail to attend a drill, parade or other military duty of any description without reasonable excuse or leave any such parade or duty without permission.

Intoxication

Intoxication refers to both alcohol and being under the influence of any drug or controlled substance while in the service of the Regiment. See Standing Order 57.

Loss of or Damage to Public Property

You must treat all public and Regimental property (be it buildings, equipment, uniforms, weapons, etc.) with the utmost respect. Loss of or damage thereto is a serious offence.

III-Treatment of Subordinates

A senior soldier to another will not strike, use violence or otherwise ill-treat a subordinate.

Conduct to the Prejudice of Good Order and Military Discipline

You can be charged for any conduct, act or failure to act which contravenes good order and military discipline.

ZERO TOLERANCE OF DRUGS

Overview

The Regiment's position on drug use, handling or any other activity with illicit drugs, is one of zero tolerance. Do not use drugs!

The policy is outlined in Standing Order No. 58 and is to be read and understood by all ranks. The key points are presented below:

- ▶ It is an offence to handle, possess or take drugs of any nature (except those permitted by law and prescribed by a Medical Officer).
- ▶ The Royal Bermuda Regiment reserves the right to conduct drugs tests on any serving soldier, at any time. These tests will be conducted by the Medical Section, by those deemed by the Medical Officer as qualified to do so.
- ▶ Any soldier testing positive for drug use during an embodiment, or military camp such as Recruit Camp or Overseas Camp, will be subject to military charges in accordance with the Defence Act 1965 (as amended), second schedule, paragraph 7.
- ▶ All soldiers wishing to be posted to the Regimental Police, Specialist Units or Armoury will be drug tested prior to posting. Positive results will prohibit postings.
- ▶ Any former soldier, regardless of previous rank, wishing to re-join the Royal Bermuda Regiment must first undergo a drug test. Positive results will preclude their re-joining.
- ▶ The Commanding Officer may, if he deems the case merits, refer a soldier to local agencies for mandatory rehabilitative counselling.



DISCIPLINE PROCEDURES

General

The Royal Bermuda Regiment is a military organisation that requires high standards of conduct and discipline. At all times you are required to abide by military and civil law. As a soldier you are expected to understand your service obligations (page 10) and carry out your duties to the best of your abilities. While you do not require in-depth knowledge of military law, you are to be aware of the offences for which you can be disciplined and you must avoid committing them. For incidents that do not break military law but do affect operational effectiveness, you may be subjected to Minor/Major Administrative Action. You may view the Discipline Standing Orders at www.bermudaregiment.bm.

Disciplinary Procedures

If there are reasonable grounds indicating that you have committed an offence, a Junior Non-Commissioned Officer (JNCO) or above will verbally inform you that you are being disciplined. Depending on the nature of the alleged offence you may be remanded to be interviewed about the matter. A Charge Sheet will be prepared which will state the offence and provide the circumstances of the alleged offence and details of evidence and witnesses.

Company Commander's Orders

At the end of each training session your Company Commander (OC) will receive a report on disciplinary matters, called discipline orders or simply "orders". Persons on orders will be marched in by the Company Sergeant Major (CSM), accompanied by a member of the Regimental Police (RP). The OC will ask the defendant to confirm their name, rank and Regimental Number. He will then read out the offence, confirm that it is understood and ask for a plea of guilty or not guilty. After reviewing evidence, hearing witnesses and deliberating, the OC will assess whether the offence has been proved. If guilty, the OC will then consider appropriate consequences, which include admonishment (warning), monetary fines up to seven days' pay (Note: all fines to be paid within 7 days), extra duties, and in the case of embodiments, confinement to barracks. Where the OC determines that his powers are insufficient, he will refer the person being disciplined to the Commanding Officer (CO). If found not guilty or *no true case* the case will be dismissed.

Commanding Officer's Orders

The procedures for Commanding Officer's (CO) orders are similar to those at Company level, the orders are heard by the CO in the presence of the RSM and Adjutant. The CO's powers are greater when it comes to assessing consequences and persons found guilty may be fined up to 28 days' pay, remanded or confined, or given extra duties.

Magistrates' Court

The CO may refer serious matters such as repeated absenteeism to Magistrates' Court (in lieu of a Court-Martial). At this level, custodial sentences up to 3 months and other punishments may be awarded.

ABSENCES

Request for Leave (Travel)

All Regiment personnel must have permission from the Regiment before travelling overseas. Leave must be requested as follows:

- ▶ Plan (**but do not book**) your dates of travel well in advance. You are to ensure that your proposed travel dates do not conflict with Regimental Exercises, or other duties;
- ▶ Complete a Leave Request Form which can be found on the Royal Bermuda Regiment website or in your Company Office, at least three weeks prior to your proposed departure, submitting your draft itinerary;
- ▶ Within a week you will be informed whether your leave has been granted. You should be aware that your attendance and disciplinary record will be taken into consideration.

Absence Due to Illness

A soldier who is too ill to attend a duty is to inform his Coy FTI before the event by telephone or in person and a doctor's note must be produced within 7 days. The note must state that the soldier was unfit for duty at the appropriate time and give a brief description of the ailment. **Failure to produce an acceptable note and falsifying sick notes are offences.** Royal Bermuda Regiment Policy dictates that if a soldier considers themselves fit enough to perform their civilian job – *whatever it may be* – they are likely to be fit enough to attend their scheduled drill night. If a soldier has been medically evaluated as “unfit for duties” the CO can direct a Regimental Doctor to consult with the soldier's GP in order to assess the soldier's suitability for light or alternate duties.

Request to be Excused

Personal or work circumstances may cause conflict with planned Regimental training. You should submit your request to be excused from Regimental training to your immediate commander as soon as you are aware of a conflict and seek to be excused. If you have not been formally excused and you fail to perform the scheduled military duty, you may be liable for disciplinary or administrative action.

Longer Term Absences (Medical, School, Work)

If you suffer a long-term injury or medical condition, you are required to obtain a doctor's medical assessment which should indicate the timeframe for recovery. The Regimental Medical Officer will review this and determine if your service should be deferred for a period of time or referred to the Defence Medical Board for possible exemption. Soldiers seeking to attend school or work overseas must apply through their OC, producing relevant enrolment/employment documentation. Your OC, satisfied that the documentation is complete, will forward to the CO for his consideration. If approved you will be posted to Holding Company. Once posted you are required to produce current supporting documentation of on-going commitments **annually** and also notify the Chief Clerk promptly upon completion of work or schooling.

THE ROYAL BERMUDA REGIMENT JUNIOR LEADERS

General

The Royal Bermuda Regiment Junior Leaders (RBRJL) is a voluntary youth organization which exposes young people to the military and promotes leadership development, teamwork, discipline and fitness.



Eligibility

Any boy or girl who is in M2 (or equivalent) or above and is less than 18 years of age can join the Royal Bermuda Regiment Junior Leaders. Junior Leaders gain insight into the Regiment and prepares them to join if they chose to do so.

▶ **How do I join?:** Call 238-8206 or look for the contact in your school and tell them you want to join the junior leaders. They will give you the documents that you need to fill out and will tell you when and where to show up.

▶ **When can I join?:** You can join at any time during the year. However, we suggest that you sign up at the beginning of the school year as this ensures that you get the full training curriculum.

Command and Instructors

The BRJL is led by an Officer Commanding (OC) who is appointed by the Commanding Officer. The OC (Major Henry Campbell, pictured) works with the Commanding Officer on policies and practices.



THE ROYAL BERMUDA REGIMENT

JUNIOR LEADERS

Training

► **Weapons:** All junior leaders enjoy the excitement of weapon training. As a junior leader you will learn safe handling procedures, proper care and firing techniques. Safety and security are a priority at all times.

► **Drill:** This is the lesson that everyone thinks is the hardest, but it's not! Drill forms the basis of discipline and plays a key role in the life as a Junior Leader. Troops learn basic drill requirements and as they advance through the ranks they learn more complex movements. The RBRJL displays its skills annually at The Queen's Birthday Parade, the National Service of Remembrance and the Junior Leader Church Parade and Drill Competition.



► **Physical Training:** PT typically takes the form of an early morning workout, yet is also incorporated into some of the other training you will do. Stretching, calisthenics and running help prepare Junior Leaders for not only the day ahead but athletic competitions and a healthy lifestyle in general.

► **Adventure Training:** Junior Leaders also enjoy an adventure training package, which includes

kayaking, abseiling, diving, and invigorating outdoor activities. Training is done in various locations around the island and is supervised by certified Regiment instructors.

► **Fieldcraft:** The RBRJL will teach you how to construct shelter, cook and otherwise live in the field...with proper field hygiene, of course! Using equipment issued by the Junior Leaders, you will learn camouflage and concealment, harbour drills and field discipline.



► **Other Training:** The RBRJL prides itself on a well-rounded curriculum and junior leaders can expect a wide variety of training. You will learn signals, map reading and even etiquette.

► **Local and Overseas Camps:** In addition to the local two-week Annual Junior Leaders Camp in July, the Junior Leaders send contingents abroad to train and learn with

other units in the UK, Canada and the Caribbean.

RESOURCES FOR SOLDIERS

Chain of Command...Just Ask!

The chain of command forms the basis of everything from communication to loyalty. Maintenance of the chain is as important to soldiers as it is to commanders. A soldier should feel free to discuss any matters with his immediate commander, or request, through the chain of command, to see a more senior commander. Your commanders are here to help, both within and outside of the Regiment.

► *Speak to your commander.*

The Chaplain—there to help you

The Regimental Chaplain, who is not part of the chain of command, is available to provide spiritual guidance or pastoral care and comfort in times of bereavement, and support to any member of the Regiment. Contact through your PI, Coy, the Orderly Room or direct:

► **Contact:** Musa Daba at musadaba@logic.bm or 519-9739

The PRI...Supporting Soldiers.

The President of the Regimental Institute or PRI refers to a fund designated to support soldiers. It generates monies from the operation of the Private's Canteen, provision of supplies to other messes and from the sale of goods from its Warwick Camp shop. Through its shop the PRI is a good source of useful items for soldiers and the PRI fund also gives back to soldiers through support mechanisms and social events.

► **Contact:** Sgt Symons DTM, 238-8206.



The Royal British Legion (Bermuda)...Help for Life.

The Royal British Legion recently extended its global support to current and former members of the Royal Bermuda Regiment and its predecessor forces. If you serve, or have served, you may be eligible for a wide range of benefits. The Legion's offering are extensive, including: assisting with immediate financial needs, debt relief, interest-free loans for housing repairs, small business loans, disability grants and assistance with careers. Each case is reviewed on its merits and current soldiers, in the first instance, are encouraged to avail themselves of the existing support services available via the Regiment itself.



► **Contact:** Ms. Carol Everson: nosoldierleftbehind@hotmail.com

Bermuda Regiment Charitable Trust

The Bermuda Regiment Charitable Trust is YOUR Charity. It was established to facilitate the receipt and disbursement of charitable donations received by the Regiment with a view to providing equipment and facilities, promoting cultural exchanges and providing scholarships and bursaries for further education. The trustees are former and current senior officers of the Regiment. The Trust has been the logistical and fundraising arm behind the Regiment's Fitness Centre, Bermuda's participation in the Edinburgh Military Tattoo and the Bermuda Tattoo.

► **Contact:** Maj (Ret'd) SRO Caton 535-2515 stephencaton@kpmg.com

Fitness Centre

In 2007, the Regiment established a fitness centre for all serving members, located on the western side of the square. This was done through the sporting and fundraising efforts of three members of the Regiment, who individually completed the *Florida Ironman Triathlon* in 2006. While you may not be training for a challenging triathlon, the Fitness Centre has basic cardio and weight training facilities to help promote your fitness, for a small fee of \$25 per year.

► Contact: CSgt Arnold, 238-3885 or scarnold@gov.bm.



Free Public Transport

As a soldier in the Regiment you are entitled to FREE transport on buses and ferries, whether in uniform or not. Simply produce your valid Regimental Identification Card when boarding.

Discounted Services

You are eligible for discounted rates at various establishments when you present your valid Regimental ID. The Regiment is actively working on negotiating for further discounts from other establishments. For a complete list of all discounts currently available please visit our website www.bermudaregiment.bm.

Recommended Viewing

- Defence Heritage Exhibit, Bermuda Maritime Museum (open daily)
- The Officers' and The Warrant Officers' and Sergeants' Mess—Photographs, Silver and other Collections (by appointment).

Website Information

The Royal Bermuda Regiment's website can be found at www.bermudaregiment.bm.

► Contact: Sgt Grant, 238-1045 or cbgrant@gov.bm



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