

CRM LESSON PLAN REPORT

GUARD DUTY (BCT)
071-BT071021 / 5.02 ©

Approved
10 Aug 2021

Effective Date: 10 Aug 2021

SCOPE:

This lesson plan will be taught in a classroom environment. It covers the responsibilities of Soldiers when they are performing duty as Guards. This is essential information to execute the basic duties of a Soldier. After the completion of this lesson, the Trainee will be able to demonstrate duties of an interior and exterior guard, recite their general orders, demonstrate sentinel duties, utilize the challenge and password, and perform duties of a fireguard.

Distribution Restriction: Distribution authorized to U.S. Government agencies and their contractors only due to the references used in this lesson plan. This determination was made on 13 July 2021. Insert office symbol ATZB-IS.

Destruction Notice: Destroy by any method that will prevent disclosure of contents or reconstruction of the document

Foreign Disclosure: FD3 - This training product has been reviewed by the developers in coordination with the MCoE G2 foreign disclosure officer. This training product cannot be used to instruct international military students.

SECTION I. ADMINISTRATIVE DATA

All Course Masters/POIs Including This Lesson

Courses				
<u>Course Number</u>	<u>Version</u>	<u>Title</u>	<u>Phase</u>	<u>Status</u>
750-BT	11.0	Basic Combat Training	N/A	Analysis

POIs				
<u>POI Number</u>	<u>Version</u>	<u>Title</u>	<u>Phase</u>	<u>Status</u>
31B10-OSUT	21.0 ©	Basic Military Police	0	Analysis
12C10-OSUT	20.0 ©	Bridge Crewmember	0	Analysis
750-BT	11.0 ©	Basic Combat Training	0	Analysis
12C10-OSUT (ST)	20.0 ©	Bridge Crewmember	0	Analysis

Task(s) Taught(*) or Supported

<u>Task Number</u>	<u>Task Title</u>	<u>Status</u>
Individual		
071-COM-1004 (*)	Perform Duty as a Guard	Approved

Reinforced Task(s)

<u>Task Number</u>	<u>Task Title</u>	<u>Status</u>
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Knowledge

<u>Knowledge Id</u>	<u>Title</u>	<u>Taught</u>	<u>Required</u>
011-717K	knowledge of the characteristics of guard operations	Yes	No
171-K0251	Understand the concept of a guard.	Yes	No

Skill

<u>Skill Id</u>	<u>Title</u>	<u>Taught</u>	<u>Required</u>
171-S0041	Applying the 5s of EPW OPS (search, silence, segregate, safeguard and speed to the rear)	Yes	No

Administrative/Academic Hours

The administrative/academic hours required to teach this lesson are as follows:

<u>Academic</u>	<u>Resident Hours / Methods</u>		
Yes	0 hrs	5 mins	Lecture
Yes	0 hrs	45 mins	Discussion (Small or Large Group)
Total Hours:	1 hr	0 mins	

Test Lesson(s)

<u>Hours</u>	<u>Lesson Number Version</u>	<u>Lesson Title</u>
None		

Prerequisite Lesson(s)

<u>Hours</u>	<u>Lesson Number Version</u>	<u>Lesson Title</u>
None		

Training Material Classification

Security Level: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Foreign Disclosure Restrictions

FD3. This training product has been reviewed by the developers in coordination with the MCoE G2 foreign disclosure officer. This training product cannot be used to instruct international military students.

References

<u>Number</u>	<u>Title</u>	<u>Date</u>
ATP 3-34.5	Environmental Considerations	10 Aug 2015
ATP 5-19	RISK MANAGEMENT, with change 1 dated 8 Sep 2014	14 Apr 2014
TC 3-21.5	Drill and Ceremonies	03 May 2021
TC 3-22.6	Guard Duty	13 Jan 2017
TRADOC PAM 600-4	The Soldiers Blue Book	01 Aug 2019
TRADOC REG 350-6	Enlisted Initial Entry Training Policies and Administration http://www.tradoc.army.mil/tpubs/regs/TR350-6.pdf	09 Aug 2019

Student Study Assignment

TR Pam 600-4, IET Soldiers Handbook, pages 125 thru 128.

Instructor Requirements

Be familiar with this lesson plan.

Support Personnel Requirements

None

Additional Support Personnel Requirements

<u>Name</u>	<u>Student Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

Equipment Required for Instruction

<u>ID - Name</u>	<u>Student Ratio</u>	<u>Instructor Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
1005-01-382-0953 - Carbine, 5.56 Millimeter: M4A1 Remarks:	1:1	0:0	No	0	No
1005-01-526-7294 - Cleaning Kit, Gun, M16A2, M4A1 Rifle 5.56MM Remarks:	1:1	0:0	No	0	No
4110-01-485-3626 - Chest, Ice Storage, White, 48 Quart Capacity 2S Remarks:	0:0	0:0	Yes	4	No
6515-01-363-4495 - THERMOMETER,CLINICAL,HUMAN Remarks:	0:0	0:0	Yes	4	No
6530-00-783-7510 - Litter, Nonrigid, Poleless, Nylon, 78 X 26 Inch, Retaining Straps, Field Use Remarks:	0:0	0:0	Yes	4	No
6530-01-260-1222 - Rescue and Transport System, Patient Remarks:	0:0	0:0	Yes	4	No
6545-01-532-3674 - Medical Equipment Set, Combat Lifesaver, Version 2005, UA 245A Remarks:	0:0	0:0	Yes	4	No
6665-01-381-3023 - Wet Bulb-Globe Temperature Kit Remarks:	0:0	0:0	Yes	1	No
6730-00-577-4813 - Screen, Projection Remarks:	0:0	0:0	Yes	2	No
6730-01-551-9773 - Projector, Multimedia: Epson Powerlite 760C Remarks:	0:0	0:0	Yes	2	No
7010-01-279-0139 - Computer System, Digital Remarks:	0:0	0:0	Yes	4	No
7210-00-081-1417 - Sheet, Bed, Cotton-Polyester, White, 104 X 72 Inches, Solid, Plain, Flat Remarks:	0:0	0:0	Yes	8	No

(Note: Asterisk before ID indicates a TADSS.)

Materials Required

Instructor Materials:

This lesson plan.

Student Materials:

TR Pam 600-4, IET Soldiers Handbook.

Classroom, Training Area, and Range Requirements

<u>ID - Name</u>	<u>Quantity</u>	<u>Student Ratio</u>	<u>Setup Mins</u>	<u>Cleanup Mins</u>
17120-M-2590-70 Classroom, Multipurpose, 2590 Square Feet, 70 Students Remarks: Classrooms must hold 200 Trainees		1:200	0	0

Ammunition Requirements

<u>DODIC - Name</u>	<u>Exp</u>	<u>Student Ratio</u>	<u>Instruct Ratio</u>	<u>Spt Qty</u>
None				

Instructional Guidance/Conduct of Lesson

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

When conducting this lesson plan, keep in mind the disciplinary requirements of guard duty. Maximal time and effort exerted during this lesson plan directly reflects the appearance of our nation's defense. Use every resource to ensure you and your peers are confirming a transfer of learning from this lesson plan through the Trainee's next duty station. Our nation's first line of defense begins with the level of effort Drill Sergeants provide to the Trainees.

Proponent Lesson Plan Approvals

<u>Name</u>	<u>Rank</u>	<u>Position</u>	<u>Date</u>
Joseph Hiner	Not available	Approver	10 Aug 2021

SECTION II. INTRODUCTION

Method of Instruction: Lecture
Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0) (Drill Sergeant)
Time of Instruction: 5 mins
Instructional Strategy: Large Group Instruction

Motivator

As a Soldier, you will be required to perform guard duty. You must become proficient in all aspects of this duty to protect and preserve government property and enforce all orders and regulations received from your superiors. Guard duty requires sound judgment, common sense, pride in personal appearance, and self-discipline. You are our nation's first line of defense!

Terminal Learning Objective

NOTE. Inform the students of the following Terminal Learning Objective requirements.

At the completion of this lesson, you [the student] will:

Action:	Define the fundamentals of Guard Duty.
Conditions:	Given a classroom environment and the IET Soldier's Handbook.
Standards:	Demonstrate an initial understanding of: <ol style="list-style-type: none">1. Interior guard and exterior guard.2. Recite General Orders.3. Duties of a sentinel on guard.4. Challenge and password.5. Perform Duties of a Fire Guard.
Learning Domain - Level:	Cognitive - Understanding
No JPME Learning Areas Supported:	None

Safety Requirements

Deliberate Risk Assessment Worksheet, DD Form 2977 Jan 14, will be produced locally.

Safety is of the utmost importance in any training environment. During the training process, Commanders will utilize the 5-step Risk Management process to determine the safest and most complete method to train. Every precaution will be taken during the conduct of training. It is everyone's responsibility to recognize, mitigate, and report hazardous conditions.

INSTRUCTOR NOTE: The Instructor will brief the Trainees on the unit/facility SOP for classroom contingencies (i.e., what door will be used to exit the classroom, rally points, severe weather, etc.).

Safety must be paramount in the complex outdoor environment. Every precaution will be taken while replicating realistic battlefield conditions.

INSTRUCTOR NOTE: The Instructor will brief the unit/site SOP and Deliberate Risk Management Worksheet (DRAW) for all potential contingencies encountered during that training period/event (i.e., severe weather, fire, evacuation, rally points, etc.).

Risk Assessment Level

Low - Risk Assessment to be produced locally IAW TC 3-22.6.

Assessment: NONE

Controls: NONE

Leader Actions: NONE

Low - Hyponatremia.

Assessment: Review the symptoms of Hyponatremia.

Controls: Drill Sergeants will monitor Trainee water consumption. Ensure the safety brief includes the symptoms of Hyponatremia.

Leader Actions: Ensure DD 2977 is updated with appropriate controls. Ensure Drill Sergeants have the appropriate information prior to the safety brief.

Low - Dehydration.

Assessment: Make sure Drill Sergeants check Trainees water is topped off prior to entering the classroom.

Controls: Drill Sergeants will include symptoms of dehydration in their safety brief. Drill Sergeants will monitor Trainees water Consumption.

Leader Actions: Ensure DD 2977 is updated with appropriate controls. Ensure Drill Sergeants have the appropriate information prior to the safety brief.

Low - Tripping over classroom furniture, items on the ground.

Assessment: Prepare classroom prior to the execution of training. Ensure floor is clear of obstructions that could lead to injuries.

Controls: The Drill Sergeants will ensure an orderly entrance and exit from the classroom.

Leader Actions: Ensure DD 2977 is updated with appropriate controls. Ensure Drill Sergeants have the appropriate information prior to the execution of training.

Low - Inclement weather.

Assessment: Check local forecasts. Contact range control for more detailed information.

Controls: Drill Sergeants will brief Trainees on what course of action to take for specific weather conditions (lightning, tornadoes, etc.)

Leader Actions: Ensure DD 2977 is updated with appropriate controls. Ensure Drill Sergeants are aware of what weather is expected and where to take shelter if appropriate.

Environmental Considerations

NOTE: Instructor should conduct a risk assessment to include environmental considerations IAW the current environmental considerations publication, and ensure students are briefed on hazards and control measures.

NOTE: It is the responsibility of all Trainees and DA civilians to protect the environment from damage.

Units/installations will prepare an environmental risk assessment using the before, during, and after checklist and the risk assessment matrixes contained in ATP 3-34.5 MCRP 411B, AUG 2015. The checklist should supplement local and state environmental regulations applicable to your area.

Instructional Lead-in

A guard on post is governed by two sets of orders: General Orders and Special Orders. Special Orders give details on how to perform on a particular post. General Orders outline the basic responsibilities of all guards.

SECTION III. PRESENTATION

TLO - LSA 1. Learning Step / Activity TLO - LSA 1. General Orders.

Method of Instruction: Discussion (Small or Large Group)

Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0)*(Drill Sergeant)

Time of Instruction: 10 mins

Instructional Strategy: Unassigned

Media Type: Actual Equipment

Other Media: Unassigned

Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

1. Types of Orders.

1) A guard on post is governed by two types of orders: General Orders and Special Orders. General Orders outline the fundamental responsibilities of a guard, while Special Orders instruct them in the actual performance of their duty.

2) All guards must memorize, understand, and comply with the following General Orders:

(a) I will guard everything within the limits of my post and quit my post only when properly relieved.

(b) I will obey my special orders and perform all my duties in a military manner.

(c) I will report violations of my special orders, emergencies, and anything not covered in my instructions to the Commander of the Relief.

2. General Order Number 1:

(a) The guard is responsible for everything that occurs within the limits of their post while on duty. They are also responsible for all equipment and property located within the limits of their post.

(b) A guard will investigate every unusual or suspicious activity on or near their post, provided the guard does not have to leave their post to do so.

(c) A guard will apprehend all suspicious persons and all persons involved in a disorder occurring on or near their post, provided they don't have to leave their post to do so. In apprehending persons, the guard will use only necessary force to overcome any resistance. All apprehended persons are turned over to the commander of the relief.

(d) All persons, regardless of rank, are required to respect members of the guard in the performance of their duties.

(e) A guard will remain on post and continue to perform all duties required on that post until relieved by the proper authority.

(f) If a guard is not relieved at the expiration of the tour of duty, they remain on their post and contact the Commander of the Relief for instructions.

3. General Order Number 2:

(a) A guard will familiarize themselves with the Special Orders for their post before being posted. The guard will obey, execute, and enforce all special orders for their post.

(b) The guard will perform their duties in a military manner and serve as an example to others.

4. General Order Number 3:

(a) A guard reports all violations of their special orders to the Commander of the Relief.

(b) Any time the guard is in doubt as to what action to take, or when the action is not covered in their Special Orders, they will call the Commander of the Relief for instructions or assistance.

Check on Learning:

Conduct a check on learning and summarize the learning activity.

Review Summary: Conduct a Summary Review.

TLO - LSA 2. Learning Step / Activity TLO - LSA 2. Special Orders.

Method of Instruction: Discussion (Small or Large Group)
Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0)*(Drill Sergeant)
Time of Instruction: 10 mins
Instructional Strategy: Unassigned
Media Type: Unassigned
Other Media: Unassigned
Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.
Note: Marked as (*) is derived from the parent learning object

1. Special Orders.

- 1) The commanding officer establishes Special Orders. These will differ upon the nature of the area being guarded.
- 2) A copy of the Special Orders may be posted on a fixed post or the guard might be required to carry a copy with them on duty.
- 3) The guard passes on to the relieving guard any additional, written, or oral Special Orders received before they went on guard and while they stood their post.

Check on Learning: Conduct a check on learning and summarize the learning activity.

Review Summary: Conduct a Summary Review.

TLO - LSA 3. Learning Step / Activity TLO - LSA 3. Fire Guard Duties.

Method of Instruction: Discussion (Small or Large Group)
Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0)*(Drill Sergeant)
Time of Instruction: 5 mins
Instructional Strategy: Unassigned
Media Type: Unassigned
Other Media: Unassigned
Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.
Note: Marked as (*) is derived from the parent learning object

1. Commanders may implement requirements at their discretion based on gender, billeting configuration, local policy, and unit SOP.
2. Instructors will explain fire guard duties IAW the following or IAW local policies and unit SOPs.
 - 1) A fire guard normally consists of a battle buddy team at the entrance to a floor or at some other locations that permits continual monitoring of the entrance.
 - 2) Uniform and equipment for fireguards should consist of the prescribed duty uniform, flashlight, pen or pencil, and paper.
 - 3) Guards will react to inspecting Officers or NCOs (including the CQ) and report the current status. Guards will also accompany the inspector through the area and annotate any discrepancies.
 - 4) All persons, regardless of rank, are required to respect the fire guard in the performance of their duties.
 - 5) A fire guard remains on post and continues to perform all duties required on that post until they are properly relieved.
 - 6) If a fire guard requires relief due to sickness or any other reason, they will notify the charge of quarters (CQ) and wait until they are replaced by another guard or has permission to leave their post.
 - 7) The fire guard's normal duties include the following:

- (a) Ensure the security and safety of all Soldiers.
- (b) Safeguard the billets and personnel against fire.
 - Know the location of the fire alarm, fire extinguisher, and nearest exits.
 - Study the fire evacuation plan.
 - Ensure all exits are clear of obstructions.
- (c) Have 100 percent accountability of all Soldiers and sensitive items at all times.
- (d) Ensure all equipment and wall lockers are secure.
- (e) Prevent and report emergencies.
- (f) Prevent and report any unauthorized entry into the building.

Check on Learning: Conduct a check on learning and summarize the learning activity.

Review Summary: Conduct a Summary Review.

TLO - LSA 4. Learning Step / Activity TLO - LSA 4. Challenging a Person entering your area.

Method of Instruction: Discussion (Small or Large Group)
 Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0)*(Drill Sergeant)
 Time of Instruction: 10 mins
 Instructional Strategy: Unassigned
 Media Type: Unassigned
 Other Media: Unassigned
 Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.
 Note: Marked as (*) is derived from the parent learning object

1. Challenging one person.

- (1) Upon seeing or hearing someone approach your position, command the person to halt before they get close enough to pose a threat. Use a clear voice and just loud enough to be heard.
- (2) When you see a stranger, halt and cover them without exposing your position and ask "Who is there?" Repeat this in a clear, barely audible voice, not loud enough for a nearby enemy to hear.
- (3) When the stranger identifies themselves, such as "Private Willard, messenger," order them to advance to be recognized.
- (4) Maintain your concealed position and keep the stranger covered with your weapon. When the stranger gets within 2 or 3 meters of you, again order them to halt.
- (5) Issue the challenge in a soft voice. Wait for the stranger to reply with the correct password. Upon hearing the correct password, give permission to pass if you have no doubt. If a doubt still exists, demand further identification or ask a question only a friendly person would be able to answer.

2. Challenging a group.

- (1) The procedures and precautions for a group are almost the same as for one person. When you see or hear an approach, order it to halt before its members can move close enough to pose a threat to you.
- (2) The leader of the group should identify the group, such as "Friendly patrol" Since you do not want the whole group to advance at once, order, "Advance one person to be recognized."
- (3) After the leader comes forward to be recognized, issue the challenge.
- (4) Once you receive the correct password, have the rest of the patrol advance one by one and ensure that the leader identifies each person.
- (5) Disarm and detain any person(s) who fail to identify themselves to the leader's satisfaction. Then notify your immediate supervisor.

Check on Learning:

Conduct a check on learning and summarize the learning activity.

Review Summary:

Conduct a Summary Review.

TLO - LSA 5. Learning Step / Activity TLO - LSA 5. Types and Composition of Guard.

Method of Instruction: Discussion (Small or Large Group)

Instr Type (I:S Ratio/Qty): Military - NON-ICH (1:50/0)*(Drill Sergeant)

Time of Instruction: 5 mins

Instructional Strategy: Unassigned

Media Type: Actual Equipment

Other Media: Unassigned

Security Classification: This course/lesson will present information that has a Security Classification of: U - Unclassified.

Note: Marked as (*) is derived from the parent learning object

1. Interior Guard.

- 1) Interior guards protect property and enforce specific military regulations.
- 2) The elements of an interior guard are classified by purpose. The interior guard includes the main guard and special guards. The main guard is a combination of patrols and fixed posts. Special guards protect parks, trains, boats, aircraft, and serve other special purposes.

NOTE: Sufficient reserve guards are maintained at the guardhouse to meet any local emergency.

2. Exterior guard.

- 1) Exterior guard duty is less formal and restricted than interior guard. Lookouts, listening posts, outposts, (specifically designated patrols), other guards in combat zones, guards in field training areas, and guards outside the limits of military installations are classified as exterior guards. These exterior guards perform their duties IAW special orders and instructions.

3. Sentinel.

- 1) The sentinel must ensure that they guard and protect their assigned post. Their performance reflects directly on their unit and themselves. Guards must look and act professional at all times.
- 2) Lower enlisted members are normally assigned. Noncommissioned officers (NCOs) may be assigned posts at the discretion of the Commanding Officer.
- 3) Guards are assigned to relief shifts by the Sergeant of the Guard and to posts by the Commander of their Relief. Guards are not changed from one relief to another without the proper authority.
- 4) Guards must memorize, understand, and comply with the General Orders for guards. In addition, they must understand and comply with any Special Orders that apply to their particular posts, including a challenge and password, if used.

NOTE: Discuss the appearance of the Sentinel.

Check on Learning:

Conduct a check on learning and summarize the learning activity.

Review Summary:

What is-

-an exterior guard?

-an interior guard?

-a sentinel?

SECTION IV. SUMMARY

Method of Instruction:	Discussion (Small or Large Group)
Instr Type(I:S Ratio/Qty):	Military - NON-ICH (1:50/0) (Drill Sergeant)
Time of Instruction:	5 mins
Instructional Strategy:	Large Group Instruction

Check on Learning

Determine if the Trainee have learned the material presented by soliciting Trainee questions and explanations. Ask the Trainee questions and correct misunderstandings.

Review/ Summary

1. Summarize main points.

1) Terminal objective.

2. Closing remarks: (locally developed) - OR - The object of this block of instruction was to make you aware of the importance of guard duty, the different types of guard duty, the three General Orders for guards, and the reasons for guard duty.

You may be required to perform interior guard and fire guard many times. Proper application of procedures and guidelines presented in this class, and obeying General and Special Orders, will ensure that your post will be secure.

SECTION V. STUDENT EVALUATION

Testing Requirements

NOTE: Describe how the Trainee must demonstrate accomplishment of the TLO. Refer Trainee to the Trainee Evaluation Plan.

Performance on this terminal learning objective will be reinforced during the field training exercise. Trainees must be able to satisfactorily accomplish the tasks in a field environment.

Feedback Requirements

Determine if the students have learned the material presented by soliciting student questions and explanations. Ask the students questions and correct misunderstandings. Determine if Trainees have learned the material presented by--

- a. Soliciting Trainee questions and providing explanations.
- b. Asking questions and receiving answers from the Trainees.
- c. Providing immediate feedback in context to the material presented and correcting Trainee misunderstandings.

Conduct an AAR that should be Trainee led as much as possible. Discuss the importance of identifying life-threatening injuries. Discuss information related to tactical combat casualty care when time permits.

Appendix A - Viewgraph Masters

Guard Duty (BCT)
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Sequence	Media Name	Media Type
None		

Appendix B - Assessment Statement and Assessment Plan

Assessment Statement: None.

Assessment Plan: None.

Appendix C - Practical Exercises and Solutions

PRACTICAL EXERCISE(S)/SOLUTION(S) FOR LESSON 071-BT071021 Version 5.02 ©

Appendix D - Student Handouts

Guard Duty (BCT)
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Sequence	Media Name	Media Type
None		