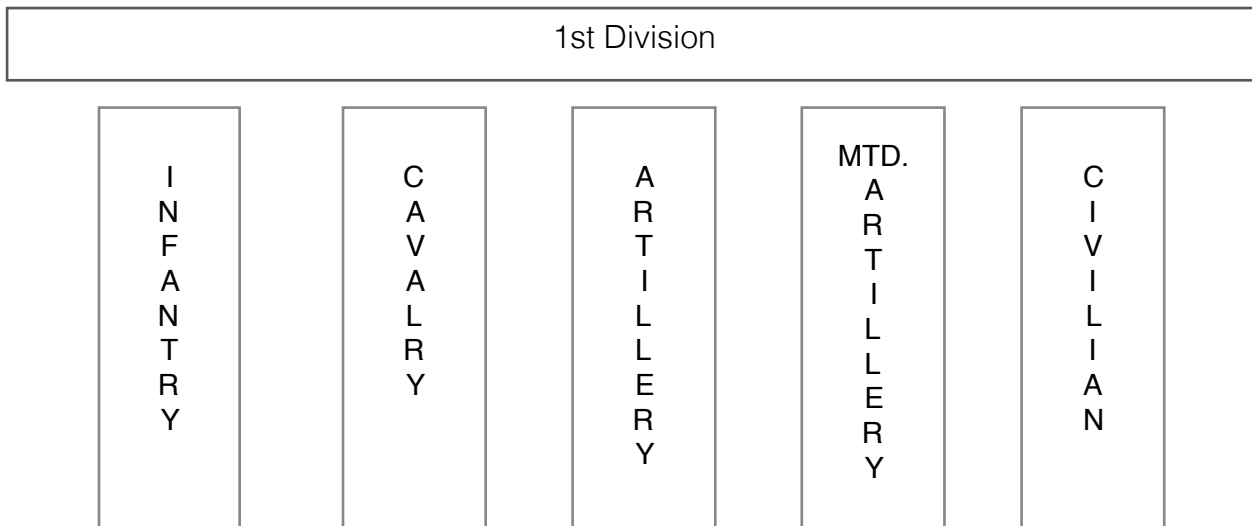




First Division Army of Northern Virginia

STANDARD OPERATING PROCEDURES (SOP's)
STANDARD OPERATING GUIDELINES (SOG's)



ARMY OF NORTHERN VIRGINIA (ANV)

1ST DIVISION

STANDARD OPERATIONAL PROCEDURES (SOP'S)

STANDARD OPERATIONAL GUIDELINES (SOG'S)

ARTICLE I

NAME: 1st DIVISION SOP'S AND SOG'S

ARTICLE II

DESCRIPTION: The Military Branch SOP'S/SOG'S of the organization called the First Division, Army of Northern Virginia consists of a division level (or umbrella) with the supporting pillars underneath consisting of each military branch's SOP'S and the Civilian Department's SOG'S. These pillars being Infantry, Cavalry, Artillery, Mounted Artillery, and Civilian.

ARTICLE III

PURPOSE: The First Division umbrella SOP'S/SOG'S are in place to support all of the independent Battalions(Btn)/Regiments(Regt.) as well as the civilian contingent that make up the organization. Although each Btn/Regt.'s branch is ultimately responsible for their SOP'S/SOG'S, that ensure their member's safety and well being, the ANV SOP'S/SOG'S are in place to enhance and reinforce those SOP'S/SOG'S, and ensure a unified and uniform level of conduct and accountability in the reenactment setting. The ANV SOP'S/SOG'S can be more stringent, but never less stringent, than each individual branch's SOP'S/SOG'S.

ARTICLE IV

TERMS AND DEFINITIONS:

A: GENERAL - A General will be elected by a majority vote of the ANV Board of Directors each year at the Board meeting held at the annual ANV convention. This selection to the position of General will then be ratified by a majority vote of the voting delegates on the convention floor. In the event that the General is not ratified on the first vote, the member units will causes for a discussion and return to revote.

1) Any candidate desiring to run for the position of "General" must notify the ANV Board of Directors in writing/email, and submitted to the Chief of Staff, no later than October 1st of the year they intend to run. Any notification/application past that date is automatically discounted. Any individual that does not notify/apply to the Board by that date may not run for the position of "General"at the yearly ANV convention.

2) Any individual intending to run for the position of General must be a member in good standing for a minimum of five (5) years in the 1st Division Army of Northern Virginia and belongs to no other Confederate National organization.

3) If a proper candidate receives the required majority of votes for the position of General at the ANV Convention, he will serve a one (1) year term from that convention to the next.

4) When voted in for the position of General, that individual will carry the rank of Major General

5) At an ANV Max effort event the General will be in complete command of the ANV Military forces attending.

6) Away from the field, the General will represent the decisions of the Board pertaining to all military matters.

9) The General may attend the Board Meeting at the annual convention but shall have no vote.

B) CHIEF OF STAFF (COS)

- 1) The Chief of Staff of the ANV is an appointed Military position.
- 2) The individual to be Chief of Staff will be recommended to the Board by the General at the annual convention and will serve for one year until the next annual convention.
- 3) The Chief of Staff will carry the rank of Colonel.
- 4) The Chief of Staff will recommend their staff to the Board for approval.
- 5) The Chief of Staff speaks with the full authority of the ANV at any Max effort event or event where multiple ANV Battalions are present.
- 6) The Chief of Staff answers only to the designated ANV Commander at any ANV event.
- 7) The Chief of Staff may function as ANV Vice President at the behest of the Board if that individual is recommended and approved for that position by the CEO.

C) DIVISION STAFF

- 1) The Division Staff, under the guidance of the CoS, will handle all logistics at any ANV Max effort event including camp set up and operations at the annual ANV convention.
- 2) Division Staff Departments are the following:
 - a) Adjutant
 - b) Provost and Safety
 - c) Ordnance
 - d) Quartermaster
 - e) Signals
 - f) Medical
 - g) Commander's Staff - Aid de Camp, Standard Bearer, Sergeant Major

D) Battalion (Btn.)/Regimental(Regt.)Commander

- 1) Each Btn./Regt. will have a commander.
- 2) Each Btn./Regt. Commander may carry a rank up to Colonel.
- 3) Each Btn./Regt. commander is automatically designated as a member of the Board of Directors of the ANV with all of the organization's responsibilities that position holds. This does not apply to the commanders whose Battalions are on probation as they are not considered a Board member.

E) Battalion (Btn.)

- 1) Any organization that joins the ANV will be designated a Battalion.
- 2) To be considered a full member Battalion, an Infantry organization must first apply for probationary status and field at least 100 rifles for at least two Max effort events during their probationary year(s).
- 3) If an Infantry Btn on probation is able to meet the required number of rifles at the required number of events, they may be voted into full membership at the following ANV convention by a majority vote of delegates attending that convention.
- 4) Upon acceptance as a full member Battalion, that Battalion's commander may wear the full rank of Colonel in the ANV and is now considered a Board member.
- 5) Until the new Infantry organization meets the required number of 100 rifles the recommended rank of it's commander is Major up to 50 rifles and Lt Colonel up to 100 rifles.

F) Regiment (Regt.)

1) When a full member Battalion fields 300 Infantry rifles, 300 Cavalry combatants, or 300 Artillery combatants for a minimum of two ANV Max effort events in one year, they will be given the designation of a Regiment.

2) This designation will be for the duration of their ANV membership.

G) Company

1) To be recognized as an ANV Company, that Company must have a minimum of five rifles.

2) Having a "Company" with, for example, one Officer, one Private, and three Civilians does not meet the military standard and undermines, not only military protocol, but a standard of fairness.

H) Company Sizes

1) It is recommended that a field size Infantry company is 25 rifles.

2) Although a five (5) member company receives a vote within the ANV, it is discouraged for a Btn/Regt. to "create" multiple five member companies on paper to "enhance" their number of votes.

3) Whenever possible it is recommended that smaller companies are formed together to make a more proper and actual functioning field company.

I) Unit

1) A non military group may be a member of the ANV with a minimum of five members.

2) If a group does not have five rifles but is made up of either a majority or all non combatants, the group is designated as a "Unit" only and not a military "Company".

3) A unit with a minimum of five members does have voting representation.

ARTICLE V

AUTHENTICITY GUIDELINES

As the First Division Army of Northern Virginia represents a Division in the original "Army of Northern Virginia" during the War Between the States, the following standards are expected.

1) All uniforms should be of correct pattern the Eastern Theater Confederate Soldier.

2) All uniforms should be of correct weave of wool.

3) All slouch hats should be made of sturdy material with proper ribbon on the brim and should not turn down. (Hillbilly hats are discouraged).

4) All accoutrements should be made of the proper leather and style of an Eastern Theater Confederate Soldier.

5) All footwear, whether brogans or boots, should be made of leather and proper period style.

6) All tentage should be made of the proper canvas and size should reflect rank.

7) All modern anachronisms in camp is highly discouraged.

ARTICLE VI

EVENT CONDUCT

1) Foul and/or improper language is highly discouraged.

2) Alcohol consumption is highly discouraged and may be prohibited by event rules.

3) All soldiers should conduct themselves with proper military protocol all times, especially during the daytime hours when the public is in attendance.

4) It is highly discouraged for any ANV soldier to take a camera of any type onto the field of battle. Cameras should also not be taken out and used in camp especially during the day when spectators are in attendance.

ARTICLE VII SAFETY SOP'S

As previously stated, the ultimate safety, responsibility, and liability rests with each Company commander and it's NCO's. It is the responsibility of each Company and then Battalion Commander to be cognizant of potential safety issues for the individuals under their command. The Division Safety SOP's are in place to support each Branch's SOP's and each independent organization that make up the Btn/Regt's in the ANV.

A) TERMS

1) The term **Soldier** refers to any uniformed member of an ANV unit who carries a weapon, flag, or musical instrument during scenarios or other troop movement. The minimum age to carry a black powder weapon is **16** with parent or guardian close at hand. At the age of 18 no parent or guardian is required. Non combatants such as medical, musicians, water carriers, etc. must be a minimum of **14** years of age with parent or guardian close at hand.

2) The term **weapon** shall be defined as any and all devices designed to fire a projectile or blank charge without regard to whether or not the weapon is functional or loaded. Also considered a weapon are all bladed implements such as, but not limited to, swords, sabers, bayonets, lances, and knives.

3) The term **accoutrement** shall be defined as Ordnance, Depot, or Quartermaster issue-type military equipment taken onto the field. These items include, but are not limited to, a cartridge box, cap box, bayonet and scabbard, belt, haversack, knapsack, and canteen.

4) The term **field** shall be defined as the area in which drills and battle scenarios take place.

B) INSPECTIONS

At ANV events the Division Staff will add another level of inspection to the specifically required inspections stated in each Branch's SOP.

1) Every member of the ANV, military or civilian, who desires to carry weapon in scenarios or camp must have that weapon inspected, whether intent to load it or not.

2) At ANV events Company Officers are to expected do a Company weapons inspection prior to the pre-scenario Battalion formations and inspections.

3) Each Infantry Btn/Regt is expected to conduct a pre-scenario inspection prior to presenting themselves for final pre-scenario Division inspection. At this inspection percussion caps may be snapped.

4) Final pre-scenario weapons inspection of Battalions, ending with the snapping of percussion caps will be conducted in the presence of Division Provost personnel prior to moving onto the field. The firing of a cartridge by file at extreme elevation may be requested.

5) Any misfires or rifles with any type of malfunction will be taken behind the lines, where Provost, Ordnance and Safety Officers will address the issues.

6) All pistols will be inspected by their respective Infantry, Artillery, Cavalry Btn/Regt. inspection personnel prior to be taken to the field. Division weapons will be inspected by Division Provost or inspection personnel.

7) Any weapon found to be defective or of questionable reliability will not be carried on the field, used in any scenario, formation, or demonstration until repairs are made and the weapon has been reinspected by the proper inspection personnel.

8) The Division Provost Marshall with justifiable cause, may at any time, request an individual, company, or Btn/Regt reinspect their weapons.

9) Cap pouches and cartridge boxes must contain approved caps and cartridges and in sufficient quantities for the impending scenario. Pyrodex and six wing musket caps are strictly forbidden. The use of FFFFg (four F) black powder is prohibited. The inspector shall check for

oversized cartridges during inspections. The maximum load for .577 or 58 caliber weapons is 70 grains of FFg (two F) black powder. The maximum load for a .69 caliber or larger weapon is 90 grains of FFg (two F) black powder. Black powder products containing a combination of different granulation sizes are prohibited.

10) During Infantry rifle inspection, while ranks are open the inspector will approach each man and receive his rifle. At this point the ramrod will be lightly dropped an inch or two above the barrel for the "ping" sound that indicates a clear and clean weapon. The inspector will check the bayonet locking feature and check the stock for cracks. The half cock will be checked by applying pressure to the trigger equal to but not exceeding the weight of the weapon. The hammer will be checked for looseness by applying light pressure. Proper alignment and tight close on the nipple will also be checked. The nipple will be checked for deformity, cracks, and stability. Nipples should be clear and clean. Bayonet blades must be completely covered by an intact scabbard with a metal scabbard tip.

11) Breech loading carbines will be inspected in the same manner as long arms except that, with the action open, a visual check must be made of the interior of the barrel and a ramrod inserted into the barrel in its full length to the muzzle. The maximum load for breech-loading carbine is 60 grains FF/FFG black powder.

12) Canteens are to be full when checked by inspector.

13) It is recommended that all companies keep on file the serial number of each weapon and the name of its owner.

14) It is highly recommended that each soldier keep a 3x5 "medical card" in his cartridge box in case of emergency.

C) SCENARIOS

1) During scenarios Company and Battalion ordnance personnel and file closer will be responsible for dealing with non-functioning weapons.

2) No person will simulate becoming a casualty with a loaded weapon.

3) One or two man "suicide charges" are not authentic or authorized.

4) No firing at troops at less than 25 yards. No direct aiming at troops within 40 yards.

5) At no time will mounted troops be fired on at close range and never shoot close to or directly at horses.

6) There will be no hand to hand combat unless previously arranged by both commanding officers.

7) Tampions will not be carried onto the battlefield.

8) "Medic" is a call for an actual medical emergency. At the call for medic, only qualified medical personnel should respond. The location of a medical emergency shall be designated by affixing a yellow flag to a ramrod partially withdrawn from a weapon and raising and waving the flag.

9) All firearms, including revolvers, will be cleared on the field at the end of the scenario and prior to returning to camp.

D) PISTOLS

1) Officers of all ranks and branches are encouraged not to fire their pistols during scenarios.

2) Officers are encouraged not to carry loaded pistols.

3) Pistols may only be carried by Officers, NCO's, Cavalry Troopers, Artillery Officers, and others at the Btn/Regt Commander's discretion.

4) No more than two (2) pistols will be carried by individuals except Cavalrymen.

5) All pistols will be carried in a proper military holster with a flap capable of fastening.

6) All pistols which are to be loaded for a scenario will be inspected in camp before the Division forms up for battle.

7) The Battalion ordnance inspector or his designee will ensure that all pistols and spare cylinders carried by personnel are inspected prior to their being loaded and carried to the field.

8) Pistols will be inspected in the following manner:

- a) Pistols will not be loaded
- b) The cylinder will be removed from the frame.
- c) These parts and any extra cylinders will be handed over to the inspector.
- d) The cylinder(s) will be checked to be sure light can be seen through the nipples while looking through the front of the cylinder.
- e) Nipples will be checked for condition.
- f) The barrel will be checked for obstructions by looking down the barrel and using a piece of wooden dowel rod, which is placed in the barrel and allowed to go through the entire length of the barrel.
- g) The pistol is now reassembled, the safety is checked, and the action inspected for proper function.

9) Only mounted troops may carry extra cylinders. Spare loaded cylinders will be capped only after being installed on the frame of the pistol. Spare cylinders must be carried in a proper period leather case and worn on the belt.

10) The maximum load for a pistol is 30 grains of FFG black powder.

11) When loading pistols, it is recommended personnel load in pairs and watch each other for errors.

12) No "wonder wads" will be allowed. Wadding material such as cream of wheat or corn meal is recommended. The charge and wad shall be completely sealed to the top of the chamber with grease.

E) PROPER WEAPONS, RIFLES, MUSKETS, CARBINES

1) Only proper weapons of the period will be allowed. No Hawkins, Plains, or modern weapons or ammunition is permitted.

2) In the interest of conservation and preservation of historic artifacts, no original firearms are to be used in ANV scenarios. Their use is approved for display purposes only.

3) Unapproved firearms, including, but not limited to firearms manufactured in Asia, are to be used in scenarios only after examination and approval by Division Ordnance Personnel as supported by the user's chain of command.

4) No smoothbore .58 Cal Springfield styled weapons nor smoothbore .577 Cal Enfield styled weapons are to be used in any ANV shooting scenario.

F) EDGED WEAPONS

1) Bayonets must have a working, locking mechanism and be locked in place when the bayonet is fixed. If the bayonet employs the front sight of the rifle, the sight must be present or the bayonet will not be approved for use on the field.

2) Swords must be of proper period type and be in good serviceable condition. Leather sword scabbards must have a metal tip. Metal sword scabbards must be a safe and serviceable condition. Persons carrying swords into battle should do a self check of holts to ensure they are tight.

3) Carrying large belt knives into battle is discouraged. If they are carried, they must be tied to their scabbard. Knives will not be unsheathed at any time during the battle scenario.

G) ACCOUTREMENTS

1) Canteens will be of the proper type, constructed of wood, tin, or steel. Glass bottles, slung or carried in the haversack are not acceptable without approval of the Provost and Inspection Department.

2) Canteens will be carried on the field. They will be full of water and will be checked before marching to the scenario.

3) Cartridge boxes will be of the proper type. Cartridge box tins are recommended. Many events require tins in boxes. At no time will caps or cartridges be carried or held in the mouth.

4) Cap pouches must be of the proper type with a flap that can be secured.

H) BLANK CARTRIDGES

1) Projectiles used for display in camps or for living history demonstrations must be kept separate from blank cartridges. NEVER store projectiles in a cartridge box. Cartridges with projectiles for display must be constructed with non combustable simulated black powder.

2) Blank cartridges will be made of plain paper, no writing or lettering is allowed. No coin wrappers or cartridges with staples will be allowed.

3) Wadding will not be used unless specifically required by that type of weapon and approved by Division Provost. Pre made cartridges with a wad simulating a bullet will not be used.

4) Blank cartridges will be inspected for authenticity and size.

5) Felt muzzle loading products, commonly known as "wonder wads" are prohibited.

I) WEAPON REPAIRS AND SERVICE

1) Any weapon that malfunctions and is repaired, while on the field, must be reinspected by Ordnance personnel or a file closer before being placed back in service.

2) If a weapon is repaired using replacement parts during the event, it must be reinspected by Division Ordnance personnel.

J) MISCELLANEOUS SAFETY

1) ANV Battalions and Regiments having participants between the ages of 12 and 18 years must have parental consent in writing and/or a parent present. No one under the age of 14 may take the field. No one under the age of 16 may take the field unless they are a functioning musician with a parent or guardian present.

2) All firearms will be treated as if loaded at all times.

3) Any weapon dropped on the ground must be cleared by Ordnance personnel, Provost personnel, or a file closer before being returned to service.

4) Two band rifles will be used at the discretion of the Battalion or Regimental commander. They shall be used in the front rank only.

5) Extra cartridges will not be laid on the ground for easier access. Dropped cartridges will be inspected for debris before being used. Under no circumstances shall cartridges be held in the teeth except to tear the cartridge during the loading process.

6) Ramrods will not be withdrawn from the weapon on the field.

7) Extra percussion caps will not be held between the teeth or held in the hand during loading and firing.

8) When loading weapons, cartridge paper will not be loaded except in breach loading weapons. The spent percussion cap should not be removed before the next powder charge is put in the barrel.

9) Six wing caps designed for modern in-line black powder weapons will not be carried or used by ANV personnel at events. Any person found to have them in their cap pouch will

immediately return them to his camp or surrender them to a member of Provost and Inspections.

10) Bayonets will not be fixed on the field except to stack arms or after the scenario, after weapons have been cleared, for the purpose of a pass in review.

11) Drawing ramrods or fixing bayonets during a scenario are two of the most grievous safety violations in reenacting and can result in suspension or removal from the ANV.

12) Smoking cigarettes in the ranks should be discouraged on the grounds of safety and authenticity. Smoking cigars or pipes in the ranks should be discouraged on the grounds of safety.

K) ARTILLERY

1) Artillery units will adhere to the safety guidelines as developed by the ANV's Chief of Artillery and/or designee in the Artillery SoP's.

2) At no time will troops fire their weapons within 25 feet of an artillery piece or limber.

3) A 50 yard danger zone shall be established and marked in front of artillery positions.

4) Troops will not move through artillery positions without permission from the Battery Commander.

5) Approach all artillery positions with caution. Watch for signals warning of a misfire or a loaded piece. The signal for a loaded artillery piece is sponge and rammer on the hub of the wheel. The signal for a gun that is loaded and misfired is rammer and sponge staffs crossed above the cannon barrel. All troops should know these signals.

6) No one may touch an artillery piece without permission of the crew.

7) No smoking within 25 feet of an artillery piece, limber, or limber box.

L) CAVALRY

1) All cavalry will follow the safety guidelines as developed by the Chief of Cavalry and/or his designee in the cavalry SOP.

2) At no time will there be a cavalry charge against dismounted troops unless the scenario is previously arranged and approved by the Commanding Officers of both sides.

M) GENERAL SAFETY IN CAMPS

1) Campfires will not be left unattended.

2) A one gallon (minimum) container of water will be kept within 10 feet of each campfire.

3) No one shall ride or lead any horse, mule, etc through company streets, staff areas, civilian camps, or sutler areas without the permission of the person in charge of such areas.

4) Although discouraged, well behaved pets are allowed in camp if they are permitted by event regulations and approved by the commander of the camp.

5) Modern fireworks are prohibited at events.

ARTICLE VIII CERTIFICATION

As the expectation is that all military personnel in the ANV are properly trained and can perform their military impression in a professional and safe manner, starting in 2016 all ANV military must be certified in the safe handling of any black powder weapon they may use in the realm of their impression. This certification will be completed in various forms and methods depending on the branch of service.

A) INFANTRY

- 1) An infantry safety check list form will be located in the Infantry branch SOP's. This form may be downloaded from the ANV website.
- 2) It is the obligation of every infantry Company commander to ensure that all of the infantrymen in his Company can perform all of the tasks on this form competently and safely. Each Company commander and NCO will sign this form as well as the soldier and forward a copy to their Battalion or Regimental command to be kept on file.
- 3) Each Battalion/Regiment will keep all certified soldiers on file and either send copies to the Division or have them on hand at events.

B) ARTILLERY

- 1) All ANV Artillerymen must be certified through the ANV Artillery School before being eligible to man an ANV gun.
- 2) A list of all certified Artillerymen and the battery to which they belong will be sent to the ANV Artillery Commander.
- 3) Artillery Command may send a copy of the list of all certified Artillerymen to Division or have that list in a file on hand at events.

C) CAVALRY

- 1) All Cavalry will be certified in the safe handling of their horses and the weapons they use.
- 2) The certification check list will be developed and implemented by the commander of ANV Cavalry or his designee and implemented in 2016.
- 3) A copy of the list of all certified Cavalrymen may be sent to Division or kept on file and on hand at events.

D) MOUNTED ARTILLERY

- 1) All Mounted Artillery will be certified in the safe handling of all their equipment, horses, and weapons.
- 2) The certification check list will be developed and implemented by the Commander of ANV Mounted Artillery, or his designee and implemented in 2016.
- 3) A copy of the list of all certified Mounted Artillerymen may be sent to Division or kept on file and on hand at events.

E) PURPOSE

The purpose of certification in safety is to not only ensure the well being of our membership, but also to ensure a unilateral method of the basic training of the ANV Military. Once a soldier is certified it is on record that he has been properly trained to safely conduct his/her impression.

ARTICLE IX TRANSFERS

Although the transfer of a Company from one ANV Battalion/Regiment to another is strongly discouraged, there are those rare occasions where this may be requested. Should a request to transfer arise the following protocol must be followed:

- 1) The Company Commander of the unit that wishes to transfer must first have an open communication with his Battalion/Regimental commander and try to resolve the issue/issues at hand.
- 2) The Company Commander of said Company must submit in writing/email his request to transfer to A) The Battalion/Regimental commander he wishes to leave, B) The Battalion/Regimental Commander of the organization he wishes to join, and C) The Chief of Staff of the ANV.
- 3) In the Gentlemanly fashion of two ANV Commanders, the two Colonels involved must communicate via phone or email.
- 4) If both Battalion/Regimental commanders agree to this transfer they will notify the General through the Chief of Staff. The General will approve the transfer and officially notify the Company Commander and the ANV Insurance Chief.
- 5) If one of the two or both Battalion/Regimental Commanders does not approve of the transfer the process stops and the following occurs:
 - a) If BOTH Commanders say no then the ANV General, after conferring with the Chief of Staff, will contact the Company Commander and give two options: 1. Resolve issues with their current Battalion/Regimental Commander or 2. Find another organization other than the ANV.
 - b) If one Battalion/Regimental Commander says No then there will be a discussion between that Commander and the ANV General. If that Commander is the Battalion/Regimental Commander that the Company wishes to leave, and his answer remains No, the General will refer the transfer request to the Board of Directors for a decision to support the Company or the Battalion/Regimental Commander.
 - c) In the event that the Board votes in favor of the Battalion Commander, then said Company Commander may request to start the process over with another ANV Battalion/Regiment. This request must be stated to the General during the initial advisory communication between the two. The process may only be tried one more time and must be followed to the letter.

ARTICLE X DISCIPLINE

War Between the States reenacting as a whole is a volunteer hobby and the ANV is no exception. As a voluntary organization that is constructed on a paramilitary framework with rank structure and specific procedures and guidelines, the First Division Army of Northern Virginia has, not only the inherent right, but an obligation to enforce any and all breeches of those written procedures and guidelines. By mutual consent, all of the independent organizations that voluntarily apply and willingly join the umbrella organization known as the 1st Division ANV, enter that pact with the knowledge that the ANV has the right to enforce stated procedures and guidelines in, not only the 1st Division SOP's but each Branch's SOP's as well.

A) INFRACTIONS

- 1) Conduct on the field and/or at events that undermines the ANV functioning or causes disruption and/or harm to others or the 1st Division ANV is an offense that can warrant disciplinary action. Examples of such conduct are, but not limited to, disobeying an order from a superior officer on the field, disrupting with intent to cause injury during any

officer's meeting, or drunkenness in the camps. Any conduct violations can result in verbal reprimand, suspension or removal of that individual or unit from the ANV.

- 2) As War Between the States reenacting is a hobby that involves the use of black powder, safety violations are taken very seriously. Safety Violations can result in suspension or removal of an individual or a Unit from the ANV.

B) PROCESS FOR DISCIPLINARY ACTION

The enforcement of discipline on any conduct or safety violation will follow the same process.

- 1) A clear and concise written charge will be submitted to the ANV General through the Chief of Staff.
- 2) The General will review the charge(s) and investigate any issues that he see's fit.
- 3) The General, through the Chief of Staff, will submit the written charge(s) and any significant and pertinent information to the Board of Directors. This will initiate a formal Court of Inquiry.
- 4) When the Board concludes its review of the case, a vote will be taken by the full Board resulting in one of four decisions.
 - a) Dismissal of charges
 - b) Written reprimand
 - c) Suspension from the ANV with all privileges therewith
 - d) Removal from the ANV
- 5) It takes a majority vote on one of the four above listed options to make it an official decision.

C) APPEAL OF THE DECISION OF A BOARD OF INQUIRY

1) As the ANV is a voluntary hobby, club if you will, and where as any voluntary group, club, hobby has the right to decide who they want in that group, club, hobby, and as the Board of Directors represents the entire membership, all decisions made by the majority of that Board, in the case of a violations Board of Inquiry, are final. Therefore there is no appeal process.

2) The CEO of the 1st Division ANV will notify the accused of the verdict of the Board of Inquiry via Certified Letter and may also phone or email the decision to the individual or unit.

ARTICLE XI

ATTENDANCE AT EVENTS

A) MAXIMUM EFFORT EVENTS

1) Each November the ANV meets for a general convention. At that convention member organizations vote on attending up to three "max effort" ANV events. As a member of a parent organization with all the benefits, including insurance coverage, that membership provides, the expectation is an inherent duty to support that parent organization.

2) Therefore, although it is desired that all "max effort" ANV events are supported by its member organizations, attendance at a minimum of one ANV "max effort" event each year is mandatory to maintain full membership status. The exception to this is restrictive registration that can exclude ANV Artillery/Cavalry numbers and make it impossible in any given year to meet this requirement.

3) In the event a Company or Battalion/Regiment fails to meet the minimum attendance requirement, they will be put on probationary status at that year's ANV Convention with the loss

of voting status. If the following year that same company or Battalion/Regiment meets the minimum requirement, they may be returned to full membership status. If said Company, Battalion/Regiment fails to meet the minimum attendance requirement the following year they will automatically be removed from the ANV.

4) In regards to a Company receiving credit for attendance at a max effort event, that Company must field a minimum of five Combatants, preferably being rifles.

5) Attendance is to be monitored at each ANV event.

B) INSURANCE COVERAGE FOR MEMBER'S EVENTS

1) Although the ANV has the best insurance coverage in reenacting, there are some instances where individuals can put themselves into a "gray area" that could cause them to void coverage.

2) ANV insurance is essentially "company based" through each Battalion/Regiment. What does this mean? Because of our comprehensive rules and regulations regarding safety we are viewed as having a much lower liability risk than organizations with inferior safety standards or worse yet, none at all. Our Officers and Military are all well schooled in safety issues. Therefore, if an individual or handful of ANV members puts themselves under the command and control of another organization without an ANV member Officer to command them they may very well void their coverage. If an ANV Company or Battalion is under the direct command of their ANV officer while at an event where that Company or Battalion is under the command of another organization, it is reasonable to assume that ANV Officer will order his men to "stand down" if commanded to involve his men in anything unsafe. In the same token, if an ANV officer allows non-ANV troops to "fall in" with his ANV troops that Officer is taking on ALL liability should an accident happen.

3) Our insurance is based on the premise that each soldier is standing beside or working with another ANV member while handling/firing black powder. On the other hand, anyone, Civilian or Military, that is doing a presentation at a school etc., and does not put themselves under the command of a non-ANV insured Officer, is obviously covered as long as that event has been submitted for the master list of ANV events. Common sense applies here, and it is best to stay clear of "gray areas" when it comes to liability.

4) ANV Insurance DOES NOT COVER ANY PARTICIPATION WHATSOEVER WITH LIVE FIRING OF ANY TYPE. If you are involved in any live firings you are operating outside of the coverage of the ANV Insurance and assume FULL liability.

ARTICLE XII RESERVE OFFICER CORPS

This is a designation for any current or former member of the ANV that is unable to fully participate due to health, injury, or other issues, but still wants to be part of the ANV family. A place will be made for those individuals by the Division to camp and enjoy ANV fellowship.

ARTICLE XIII HONORARY GENERAL

At the successful conclusion of his term as an ANV General, that General will be bestowed with Honorary General status. Although this is not a command position, any and all past ANV Generals are welcome and encouraged to camp with the Division at events and may be used in an advisory capacity.