



**SEVENTH-DAY ADVENTIST MEDICAL CADET CORPS  
NORTHEASTERN CONFERENCE BRIGADE**

***BASIC CADET TRAINING MANUAL***

01-01-2024

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**SEVENTH-DAY ADVENTIST  
MEDICAL CADET CORPS**

**NORTHEASTERN CONFERENCE  
BRIGADE**

**BASIC CADET  
TRAINING**

Revised 01-01-2024

## **BASIC TRAINING**

Welcome to Basic Cadet Training. This is the foundational course for all individuals enrolling in the Seventh-day Adventist Medical Cadet Corps. All individuals enrolling in the Corps must complete the modules of basic cadet training, even those receiving direct commissions based on professional licenses and training etc.

At this point you have begun or completed the prerequisite training and are ready to move forward. Basic Cadet Training, however is not easy. In fact, it may be the toughest things that a cadet will accomplish during their tenure in the Seventh-day Adventist Medical Cadet Corps. Basic Cadet Training is the challenge of transforming volunteers into well-trained, disciplined, physically fit, and motivated Medical Cadets who understand the importance of teamwork.

The Corps believes that no matter the Cadet personal specialty or background, they should all be taught the same basic procedures and skill set, preparing them to properly work together as a team. Upon graduation, trainees will be well versed in the values of Loyalty, Duty, Respect, Selfless Service, Honor, and Personal and Spiritual Integrity.

### **I. BASIC CADET TRAINING PREREQUISITES**

The prerequisites must be completed by ALL MCC recruits after enrollment but before undertaking basic cadet training/BCT Module 3 and 4.

- A. First Aid/CPR or the BLS
- B. Completion of the ADVENTIST COMMUNITY SERVICES (ACS) Disaster Response Curriculum
- C. Completion of the 11 online FEMA Courses as follows:
  - IS-100c Introduction to Incident Command System
  - IS-200c Basic Incident Command System for Initiative Response
  - IS-230e Fundamentals of Emergency Management
  - IS-235c Emergency Planning
  - IS-242c Effective Communication
  - IS-288.a The Role of Voluntary Organizations in Emergency Management
  - IS-315a CERT and the Incident Command System
  - IS-317a Introduction to Community Emergency Response Team (CERTs)
  - IS-700a Introduction to the National Incident Management System
  - IS-800.b National Response Framework, An Introduction
  - IS-907 Active Shooter: What You Can Do
- D. Completion of the Sanctuary and fundamental beliefs seminars
- E. Completion of the water safety training course.
- F. Completion of the child protection screening.
- G. Completion of the Mental Health First Aid Course.

## **II. BASIC CADET TRAINING MODULES:**

### **A. Module #1 –Theoretical Orientation**

- History and Origin of the Medical Cadet Corps
- Contemporary functions of the Medical Cadet Corps
- Core Values of the Medical Cadet Corps
- Structure, Rank System and Dress Code
- Basics of Uniform Discipline
- MCC Ceremonies, Customs, Courtesies and Drill

### **B. Module #2 - Practice**

- Ceremonies and Formations
- Merit System
- Drilling and Marching
- Deployment Response Operations and Logistics
- Outdoor Logistical Operations (Knots, Camp Safety, and Campcraft Theory)
- Public Safety Logistics

### **C. Modules #3 – Boot Camp**

- Christian Team Building
- Fire Building and Camp Cookery
- Campcraft and Skill I, II, III, IV
- Camp Safety

### **d. Module #4 – The Obstacle Course**

- Team Building and Problem Solving
- Obstacle Course
- Water safety

Basic Cadet Training graduates will be evaluated for various achievement, ranks, positions and billets. With the completion of module-2, private-recruits/E-1 will be advanced to private/E-2. Cadets completing module-4 will be ranked as a Private First Class/E-3 unless an invested Master Guide which advances the graduate to Specialist-4 or Corporal/E-4. Thereafter, movement in the enlisted ranks requires time in grade, advanced training, and a leadership assignment.



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# **Theoretical Orientation**

**Basic Training Module 1**

## **Introduction**

The **Seventh-day Adventist Medical Cadet Corps/MCC** is a volunteer uniform service organization working under the organizational authority of the General Conference World Service Organization. The ***Seventh-day Adventist Church*** revived the historic ministry of the Seventh-day Adventist Medical Cadet Corps/SDAMCC within its field in 2016. The Medical Cadet Corps/MCC is a program of the Seventh-day Adventist Church started in the 1930s in the United States with the intention of preparing young men of draft age for military service in non-combatant roles. Training included drill, first aid, discipline, and character development. After a brief hiatus, it was reactivated and adapted internationally on the conference level with an additional emphasis on first responder, rescue and disaster response.

In the local Conferences of Seventh-day Adventist Church, the SDAMCC often operates within the ***Adventist Youth Ministries Department*** on a brigade model to cover all areas of the Conference territory. The Seventh-day Adventist Medical Cadet Corps program is an active program that demonstrates how youth, young adults and senior adults, working under uniformed discipline, provide spiritual care, first aid, mental health first aid, disaster relief, rescue and response as well as onsite supportive services in the areas of traffic control and public safety.

**SDAMCC** gives emphasis to training its members in the area basic first aid, rescue, and first responder all leading to Basic Life Support (BLS). **Basic life support (BLS)** which is a level of medical care which is used for victims of life-threatening illnesses or injuries until they can be given full medical care at a hospital. ALL MCC Personnel are certified by state, federal and professional accreditation agencies.

## **MCC Philosophy**

The philosophy of this Ministry is to serve God, our neighbors, and the community, so that in the event of an emergency, crisis or when called for national service, they will be able to help and organize resources, both spiritual, material and personal. The goal is to provide spiritual and logistical help in a quick and efficient way, while demonstrating the motto: SERVE, SERVE, SERVE.

This organization provides spiritual growth to its members, giving them the opportunity to start groups, through which, like soldiers for Christ, they can work diligently for the salvation of the souls. It is a chance to expand their knowledge on the medical concepts and emergencies: Basic First Aid and CPR, Advanced First Aid and CPR, mental health first aid, search and rescue, water safety, wilderness survival and others. The physical training is geared towards conditioning the cadets by optimizing their physical abilities while keeping a balance between body and mind. This is important because we work with other organizations that have similar goals like the community.

## **Membership requirement**

A person begins in the Medical Cadet Corps as a Private-Recruit or "E-1" and does not carry any emblem of rank; below are detailed steps to begin in this ministry as a Medical Cadet:

- Be at least seventeen years of age (seventeen-year-olds join as Junior Cadets)
- Complete and submit the Medical Cadet enrollment package including screening for child protection
- Sign the code of conduct
- Pay the enrollment fee (\$20.00) Note that Junior Cadet do not pay an enrollment fee.

### **Creed:**

I am a medical cadet, serving God and Country.

I will do everything in my power to be loyal to God and the values of the Medical Cadet Corps.

I will obey the orders and instructions of my superiors. In God, I trust.

### **Motto:**

Serve, Serve, Serve

### **MCC Hymn:**

We are the youth of God

For Jesus fighting we always are

By Marching for our Lord And keeping His laws of love

And we are the soldiers of God

Yes, we are the precious youth of God

## **Graphic Identity**







new



## Shield:



1. The Shield (Protection): "But you, Yahweh, are a shield around me, my glory, and the one who lifts up my head. Psalms 3:3" "My shield is with God who saves the upright in heart. Psalms 7:10" "Above all, taking up the shield of faith, with which you will be able to quench all the fiery darts of the evil one. Ephesians 6:16"
2. Red (The Blood of Christ): "in whom we have our redemption through his blood, the forgiveness of our trespasses, according to the riches of his grace, Ephesians 1:7" "But if we walk in the light, as he is in the light, we have fellowship with one another, and the blood of Jesus Christ, his Son, cleanses us from all sin. 1 John 1:7"
3. Yellow (Sun of JUSTICE): "But to you who fear my name shall the Sun of righteousness arise with healing in its wings. You will go out, and leap like calves of the stall. Malachi 4:2" "Again, therefore, Jesus spoke to them, saying, I am the light of the world. He who follows me will not walk in the darkness, but will have the light of life. John 8:12"
4. Blue (Sky): "While they were looking steadfastly into the sky as he went, behold, two men stood by them in white clothing, who also said, "You men of Galilee, why do you stand looking into the sky? This Jesus, who was received up from you into the sky will come back in the same way as you saw him going into the sky." Acts 1:10-11"
5. White (Purity): "Finally, brothers, whatever things are true, whatever things are honorable, whatever things are just, whatever things are pure, whatever things are lovely, whatever things are of good report; if there is any virtue, and if there is any praise, think about these things. Philippians 4:8"
6. Caduceus (It's divided into three parts):
  - a. Staff: Represents the scientific base.
  - b. Wings: Represents the advances in medicine.
  - c. Serpents: Power of healing. "Yahweh said to Moses, "Make a fiery serpent, and set it on a pole. It shall happen that everyone who is bitten, when he sees it, shall live. Numbers 21:8"

7. The Cross (First Aid): One of our goals is to be prepared in the health area, in order to provide assistance to those in need.
8. Adventist Medical Cadets (Group name): Group of people under this department that belongs to the Seventh Day Adventist Church. We have a balance between spiritual, mental and physical life, which is the reason why our name is divided into three parts.

## **Courtesy and Discipline**

Courtesy and discipline are the fundamental principles of Christianity. Found through the whole Bible, they are applied to the MCC's for different reasons. These are:

- a. Organize and unite individuals to complete tasks in a way that will honor Christ.
- b. Create a spirit of love and respect towards others.
- c. Discipline the mind to confront the challenges of this world.
- d. Forge leaders that will raise the basic principles of Christianity

## **Discipline and Deference in Seventh-day Adventist Medical Cadet Corps**

**Honor** and **Duty** are two ingredients in Seventh-day Adventist Medical Cadet Corps that gives special meaning to this Ministry and aids in its success. These ingredients are summed up in a simple but overlooked concept called DISCIPLINE.

**D**iscipline is defined as the practice of training people to obey rules or a code of behavior. It is the intelligent, willing and immediate obedience to the will of properly constituted and competent authority and/or principle resulting from training. It establishes a state of mind that produces appropriate action and prompt cooperation under all circumstances regardless of obstacles. Discipline is the result of training and enables strict adherence or a response based on development. It produces obedience, self-control constraining and retraining basic impulses and desires. There is a difference between discipline and punishment. Punishment in practice as the application of corrective action to induce and reinforce discipline.

**U**niformed discipline is the application of the principle of discipline and/or discipleship producing an intelligent willing and even cheerful obedience to a principal in the person of. It is the voluntary submission of the individual will to a collective mission, purpose or authority.

**T**he mastering the concept of discipline is a process. In its formative stages, the individual and collective uniformed personnel face major challenges to their comfort levels – mentally, physically and emotionally. Overcoming these challenges is the evidence of the successful acquisition of discipline.

**D**iscipline takes commitment to be effective. If an individual is committed, Discipline will create an immediate and demonstrative impact on their lives. This impact includes:

- ◆ A deepened sense of duty and time
- ◆ An increased respect of what they represent
- ◆ Concern for how they are perceived which will correlate to their appearance, manner of speech and level of competence.

**M**edical Cadets are about discipline and order. The Medical Cadet Corps teaches and exemplifies respect for one self and others. It instills the habit of obedience and achievement of mission as evidence of a disciplined existence. The MCC is about holistic Discipline of mind, body and spirituality.

**T**he Medical Cadet Corps Ministry was designed for the salvation and “success” of others as well as self. The Holy Spirit of God uses the principle of DISCIPLINE to make this goal a reality. Discipline does starts with the Leadership of the organization filtering down to its recruit

**A**s a Ministry, we have a challenge to master the concept of DISCIPLINE. We must expect to be as regimented as a member of the Uniformed Services in the community to gain credibility in access to work alongside of them. In doing so, however, we must never forget that we are soldiers of the Cross of Christ and should have as much concern for this ministry as discipline will afford.

### **Uniformed Courtesies**

**D**iscipline demands demonstrative action when interacting within the Corps. This demonstrative action is – Respect, Deference and the proper execution of UNIFORMED COURTESTIES.

- ◆ In the Uniformed Services, the place of honor is on the right. Accordingly, Junior Officers and Members walk, ride and sit to the Senior Officer’s left and permit said officer to enter or leave a room first.
- ◆ When in Uniform, Senior Officers are saluted by Junior Officers and Members upon the first meeting of the day or when reporting for duty, etc.
- ◆ MCC’s in uniform should render a hand salute at the first note of the anthem and maintain that position until the last note or when indoors stand at full attention facing the colors; all other person’s present should face the flag and stand at attention with their right hand over the heart, and men not in uniform, if applicable, should remove their headdress with their right hand and hold it at the left shoulder, the hand being over the heart;
- ◆ When a Senior Officer enters a room, hall, or assembly all should come to immediate attention, with the ranking officer reporting to and saluting the Senior Officer in greeting.
- ◆ MCC Officers and members, regardless of grade, are always careful to conduct themselves with Christian deportment, dignity, decorum and integrity.

#### **Notes:**

- 1- The phrase “in uniform” refers to both military as well as civil service uniforms like police, fire fighters, and letter carriers - non-veteran civil servants who might normally render a salute while in uniform.
- 2- A salute is a gesture or other action used to display respect. In the Seventh-day Adventist Medical Cadets Corps salutes are given both covered and uncovered, but saluting indoors is forbidden except when formally reporting to a superior officer or during an indoor ceremony. Saluting therefore, is a sign of deference and discipline that should not be lost in in the Corps.
- 3- A sloppy or indifferent salute reflects poor discipline and is discourteous.

### **The Discipline of Deference**

**T**he Seventh-day Adventist Medical Cadet Corps/SDAMCC while not a component of the military is nevertheless organized along the lines of a Uniformed Service to enhance uniformed discipline. The SDAMCC employs the codes of uniformed courtesies as a modality for discipline and uniformity. Uniformed courtesy is an extension and a formalization of a strict and sometimes elaborate code of conduct practiced in the culture of an organization. It is intended

to reinforce discipline and define a chain of command, to determine how members will treat their superiors and vice versa. Deference implies a yielding or submitting to the judgment of a recognized superior out of respect or reverence.

**Deference** is the application of social behavior and norms employed by a Medical Cadet resulting from the acquisition and application of discipline.

**Uniformed** courtesies include proper forms of address ("Sir", "Ma'am", "Mister") and when each should be used; the hand salute, and the related concept of standing at attention; proper wear of uniformed headgear; obeisance; and the rules for behavior in various ceremonies.

**Honor and Duty** are the end results of Discipline. It is something seen and cannot be faked. The motto of the Medical Cadet Corps, Serve, Serve, Serve – is impossible to live up to without discipline.

### **Local Conference Affiliation and Governance**

The Northeastern Conference Medical Cadet Corps will operate under the governance and oversight of the Adventist Youth Ministries Department/AYMD Director in their NSO capacity. The conference AYMD Director will function as the general ranked officer. Assisting the director-general is a deputy director-general in operational command of the Corps called the Brigade Commander. The brigade commander is a general rank officer. Assisting him will be other senior ranked officers forming the brigade headquarters. The ranking senior field Officer constituting a regimental headquarters for the conference will be the Chief of Staff with the temporary rank of Colonel and the Assistant Chief of Staff with the temporary rank of Lieutenant Colonel. (Note: The ranks of Colonel and Lieutenant Colonel in the Medical Cadet Corps are held by senior Field ranked officers for the duration of their tenure in said office. Once the office is vacated the former holders revert to permanent rank of major.)

All general rank officers, the chief of staff and chief of staff, the chief medical officer, and department chiefs will form the General Board. All policies, admissions, commissions, promotions, disciplinary actions, awards/honors, and operational matters are vested through the General Board which is chair by the brigade commander. Once vested by the Board, matters become official only upon the written approval of the Brigade Commander under the director's authority.

### **Organizational Structure**

The Seventh-day Adventist Medical Cadet Corps has a uniformed structure. In the Medical Cadet Corps (MCC) the local conference is organized as a brigade or regiment depending upon its size and territorial scope. Regardless of the conference, the corps is subdivided into battalions representing regions, companies representing areas and platoons-teams representing the local church or group of churches. The Seventh-day Adventist Medical Cadet Corps-Northeastern Conference has a Brigade level of organization.

**Command and Control** is the exercise of authority and direction by a properly designated commander over assigned and attached forces in the accomplishment of a mission. Command and control functions are performed through an arrangement of personnel, equipment, communications, facilities, and procedures; employed by a commander in planning, directing, coordinating, and controlling personnel and operations in the accomplishment of a mission

In an organizational structure, “chain of command” refers to an organization’s hierarchy of reporting relationships -- from the bottom to the top of an organization, who must answer to whom. The chain of command not only establishes accountability, but it also lays out an entity’s lines of authority and decision-making power. A proper chain of command ensures that every task, job position and department have one person assuming responsibility for performance.

The command chain does not happen accidentally. MCC Policy Orders provide the regulation that prescribes policy and procedures on the basic aspects of command, uniformed conduct and discipline, and the determination and precedence of rank.

***Elements of MCC command.*** The key elements of command addressed are authority and responsibility, rank and precedence, command and other channels, enlisted aspects of command, and military discipline.

In the Seventh-day Adventist Medical Cadet Corps, under risk management provisions, the local conference administration has overriding authority over the function of the corps within its territory. Programmatic guidelines and oversight is given to the General Conference, Division and Union Conference through its elected Director-General of the Seventh-Day Adventist Medical Cadet Corps. SDAMCC is a ministry under the oversight umbrella of the General Conference World Services Organization.

On the Conference level, the local conference president is given administrative control of the SDAMCC through its Adventist Youth Ministries Directorate/NSO which serve as Conference Director-General of the Corps. The Chain of Command in the Northeastern Conference Brigade of the Seventh-day Adventist Medical Cadet Corps is as follows:

- Adventist Youth Ministries Director- SDAMCC Director-General: Acting Brigadier General
- Associate Adventist Youth Ministries Director – SDAMCC Directors-General: Acting Brigadier General
- SDAMCC Deputy Director-General Commanding/Brigade Commander: Brigadier General
- Chief of Staff: Colonel
- Assistant Chief of Staff: Lieutenant Colonel
- Chief of Operations: Colonel, Lieutenant Colonel or Major
- Chief Medical Officer: Lieutenant Colonel or Major
- Battalion Commander: Major
- Senior Staff Officers; Major or Captain
- Company Commander: Captain
- Company Executive Officer: First Lieutenant
- Platoon Commander: Second Lieutenant or Chief Warrant Officer (CWO)
- Assistant Platoon Commander or Leader –Warrant Officer or Senior NSC
- Squad Leader – Non-Commissioned Officer

## **STAFF OFFICERS**

In the Seventh-day Adventist Medical Cadet Corps there are officers known as staff officers. These are officers are charged with special assignments within the Brigade or Regimental Headquarters with oversight of programs. Said officers supervised any personnel assigned to their program but do not have field command responsibilities. Note that the Senior Brigade Advisor and or a Brigade Advisor will assume command in an emergency or as directed by higher command.

Examples of Staff officers are:

- Senior Brigade Advisor
- Brigade Advisor
- Chief Adjutant Officer
- Chief Chaplain
- Chief Communications Officer
- Chief Training Officer
- Chief Financial Officer
- Chief Logistics and Development Officer
- Special Projects Officers
- Aides-de-Camp

The above-mentioned staff officers while not in the chain of command represent it. They are Officers and accorded FULL respect of rank but not command.

## **MCC EMERGENCY MEDICAL RESPONSE**

The Medical Cadet Corps trains and provides Emergency Medical Response EMR personnel to respond to emergency situations that poses an immediate risk to health, life, property, or environment. EMR personnel are board certified to assist as Emergency Medical Responders as outlined by the National Registry of Emergency Medical Technicians EMT, Advanced Emergency Medical Technicians/AEMT, and Paramedic.

## **MCC EMERGENCY LOGISTICAL RESPONSE**

The medical cadet corps is not only organized for emergency medical response and rescue but also for emergency logistical response. To this end a branch of MCC handles and is trains in , Personnel sheltering, Community emergency sheltering, Supply and warehouse management, Field food service and sustenance , Public safety and risk management, Field hygiene and sanitation, Mortuary affairs, and Ceremonial protocol.

1. Personnel Sheltering
2. Emergency Community Sheltering
3. Supply and Warehouse Management
4. Field Food Service and Sustenance

## 5. Public Safety and Risk Management

- a) Crowd Control
- b) Fire suppression
- c) Traffic control
- d) Security
- e) Risk management
- f) Active shooter
- g) Field hygiene and sanitation

## 6. Mortuary affairs

## 7. Ceremony and protocol

### Units of the chain of command:

#### ❖ Platoon

The foundational unit of the MCC is the platoon level functioning out of the local church. All members of the Medical Cadet Corps must be members of a local team either as a regular member in its rank and file or an administrative member for those with responsibility on the company, battalion, or brigade level.

The Platoon is led by an officer usually in the rank of 2nd lieutenant or as necessary a warrant officer. The second in command is a warrant officer for large platoons or a non-commissioned officers/NCO in the rank of staff sergeant or above. The adjutant should qualify as a E4 or above. The chaplain is a warrant officer unless they have a commission as an officer. The platoon - team may be subdivided into squads under a squad leader in the rank of corporal or sergeant. Assignment details can be tasked to any NCO. The local church is responsible for the risk management coverage of all members of the Medical Cadet Corps at all levels. The **platoon leadership team** is responsible for processing recruits and preparing them for their initial induction and training in the corps. It will be the responsibility of the platoon leadership team to begin the initiation process. The Platoon must be duly chartered with the brigade and sponsored by the local church through the channels of the chain of commander to the Conference office. A local team that is too small to be organized as a platoon will be organized as a squad whose leader will be a non-commissioned officer.

#### ❖ Company

The next level of organization in the Medical Cadet Corps, above the platoon encompasses a unit known as a company. A company is the grouping of two or more platoons - teams within a certain geographical area of the conference territory. The company is led by a commissioned officer in the rank of captain. The captain is assisted by an executive officer in the rank of first lieutenant. A MCC company has a headquarters' staff comprised of an *Adjutant Officer, Finance Officer, Chaplain, Training Officer, Special Operations Officer, Logistics, and a Quartermaster*. The company, is a field command, responsible for

coordinating MCC initiatives and discipline within its assigned area. The company is designed to coordinate rapid response and the assemblage of resources from a multiple selection of platoon and teams in times of crisis or other need. The company is further designed and tasked to ensure quality of control and material readiness.

❖ **Battalion**

MCC Companies are grouped as a region into a battalion. The Battalion is an administrative level field command that provides coordination, discipline, and oversight within a region the conference. (Within the Northeastern Conference, there are three battalions covering New England (1<sup>st</sup>P Battalion), Eastern and Southern New York (2<sup>nd</sup>P Battalion) and Western New York (3<sup>rd</sup>P Battalion).

❖ **Brigade Headquarters**

MCC battalions are combined to form the regimental headquarters under the leadership of the Chief of Staff (a colonel) and the assistant Chief of Staff (a lieutenant colonel) as well as the Chief of Operations (a Colonel or Lieutenant Colonel). The headquarters staff consists of the chief medical officer, the chief chaplain, the chief adjutant officer, the chief communications officer, the chief training officer, and other ancillary officers of various ranks. The job of the Headquarter staff is to provide administrative, technical, training and operational support and oversight on behalf of the conference-brigade the headquarters staff recommends and certifies members of the Medical Cadet Corps for cadet enlistment, for promotion and coordinates field assignments. The headquarters manages the policies established by brigade, enforces discipline and Esprit de Corps. It helps to develop protocols and establish training doctrine as outlined by the Brigade.

❖ **Brigade**

The command authority vest in the Brigade Commander/BC. The Brigade Commander (Brigadier General) is concurrently reportable to the Conference through its National Services Organization/World Services Organization Director under appointed to exercise full operational command of all MCC personnel and units within the Brigade. The Brigade Commander is responsible for the strategic leadership, training, readiness, operational employment, and performance of all MCC components. The BC must Develop and issue Policy, Personnel and Organizational policies directives. The BC ensures that every cadet is trained, equipped and that MCC units are in a state of readiness and available for response to local and national emergencies. All MCC personnel in the brigade are reportable to the BC both within the chain of command and directly. The BC in turn is directly reportable to the director general. The BC Chairs the General Board, and all meetings of the Brigade Staff



## **TABLE OF ORGANIZATION MODIFICATION FOR MCC**

UNIT	COMPOSITION/ASSIGNMENT	LEADERSHIP
<b>Squad</b>	<b>3-5 Cadets</b>	Sergeant or higher
<b>Platoon</b>	<b>2 or more squads</b>	2 <sup>nd</sup> Lieutenant or Chief Warrant Officer
<b>Company</b>	<b>2 or more Platoons</b>	Captain
<b>Battalion</b>	<b>2 or more Companies</b>	Major
<b>Brigade HQ</b>	<b>Command Staff of the Conference-Brigade</b>	
	• Chief of Staff	Colonel
	• Assistant Chief of Staff	Lieutenant Colonel
	• Chief of Operations	Lieutenant Colonel or Colonel
	• Chief Medical Officer	Lieutenant Colonel or Colonel
	• Chief Chaplain	Captain or Major
	• Chief Adjutant Officer	Captain or Major
	• Deputy Chief Adjutant Officer	1 <sup>st</sup> Lieutenant or Captain
	• Assistant Chief Adjutant Officers	1 <sup>st</sup> Lieutenant
	• Chief Training Officer	Captain or Major
	• Chief Communications Officer	Captain or Major
	• Chief Finance Officer	Captain or Major
	• Chief Logistics and Development Officer	Captain or Major
	• Veterans and NSO Liaison Officer	2 <sup>nd</sup> Lieutenant
	• Special Projects Officer	2 <sup>nd</sup> Lieutenant
	• Senior Aide-De-Camp	2 <sup>nd</sup> Lieutenant
	• Aides-de-Camp	Chief Warrant Officer
	• Command Sergeant Major	Sergeant Major
<b>Brigade</b>	<b>2 or more Battalions</b>	
	• Director-General	Brigadier General or Acting Major General
	• Director-General/Brigade Commander	Brigadier General
	• Senior Brigade Advisor	Brigadier General
	• Brigade Advisor	Field Grade Officer
<b>Union Division</b>	<b>2 or more Brigades</b>	
	• Director-General/Commanding General	Major General or Lieutenant General
	• Chief of Staff	Brigadier General
	• Assistant Chief of Staff	Colonel
<b>Field Corps</b>	<b>2 or more Union-Corps</b>	
	• Director-General/Commanding General	General
	• Staff as assigned	
<b><u>WORLD CORPS</u></b>	<b>ALL CORPS OF THE GENERAL CONFERENCE</b>	
	• Commanding General	General of the Corp (5-star General)
	• General Conference Director	General of the Corp (5-star General)

## **OFFICES OF LEADERSHIP**

### **Non-Commissioned Officers**

The MCC non-commissioned officers are Corporal through the sergeant ranks. These individuals have advanced in MCC achievement to lead other members of the medical Cadet Corps in various activities and to assist Warrant and Commissioned Officers in the overall leadership of the Corps.

## **Warrant Officers**

The MCC warrant officer (WO) is an officer designated as such by a warrant. The MCC warrant is a specific written authorization, which permits the recipient the rights to execute a task in leadership in a specific area. The warrant officer rank is also used to grant commissioned officer authority on a temporary basis to individuals with an elective assignment or who are technical leaders, experts and specialists. Warrants are given for two-year terms. Upon their expiration, a warrant can be renewed, or the recipient reverts to a NCO rank determined by the General Board. Warrant Officer designation is granted to individuals who have been designated for leadership within the Corps but have yet to pass training requirements for a commission or is awaiting a direct commission.

## **Commissioned Officers**

A Commissioned MCC officer is a member of the Corps who have earned his way up the ranks and holds a position of leadership with authority. Commissioned officers generally receive training in leadership and management generalists, in addition to training and expertise relating to their specific function in the Medical Cadet Corps. The Direct commissioning of an officer is possible based on need and expertise. A direct commission officer (DCO) is an individual who has received an officer's commission without the typical prerequisites for achieving a MCC commission. Depending on the specialization and duty-status of the officer, "DCOs" as they're called, will attend either an Officer Indoctrination School (OIS), an Officer Development School (ODS), or a Direct Commission Officer School (DCO School). The Direct Commissioning process is to offer an alternate commissioning resource to exceptionally qualified individuals. The approval authority for all MCC commissions either (regular or direct) is under the purview of Conference AYMD Director in their capacity as Conference MCC Director-General. A commission may be granted by the Brigade Commander on his/her own initiative or upon the recommendation of the MCC Chief of Staff through channels.

## **CADET TRAINING**

The MCC Command trainings modalities are:

- a. Basic Cadet Training
- b. Intermediate Cadet Training
- c. Advanced Cadet Training
- d. Non-Commissioned Officers Training
- e. Local Team Leadership Training
- f. Direct Commission Officer School
- g. Officer's Academy School/Officers Development School
- h. Specially Training for Certification or Professional licensure
- i. Instructor's Training School
- j. Chaplain's School

## **CHARTERING A MEDICAL CADET CORPS MINISTRY**

The following are the basic steps in organizing and chartering a local unit of the Seventh-day Adventists Medical Cadet Corps:

- a) Pray for a Vision of Ministry and the leading of the Holy Spirit of God
  - b) Meet with the Pastor and Conference representative
  - c) Present a written plan to the Church Board.
  - d) Inform the congregation during the worship service.
  - e) Call a special meeting on Sabbath afternoon
  - f) Orientation on the basics of the SDA Medical Cadet Corps Ministry
  - g) Convent an Organization and Chartering Meeting as which team officers are selected (Commander, Assistant Commander, Chaplain, and Adjutant)
  - h) Select other staff as necessary
1. There is a need for an understanding that ministry is different from a program and the Medical Cadet Corps is a Ministry organized as a Volunteer Uniformed Service Organization. Ministry has a Divine purpose and origin. To successfully engage in ministry, the calling and leading of the Holy Spirit if a prerequisite.
  2. Meeting with the Pastor and Brigade representative is the first step in the establishment of a Local Medical Cadet Corps team. This bring the concept of accountability is to local church leadership. A request for consultation should come from the interested individuals to the church then to the conference. The Conference Director will delegate one of his/her officers to spend time with the church pastor explaining the ministry of the Seventh-day Adventist Medical Cadet Corps and its operation, detailing what organizational assistance the conference is able to give to his church.
  3. Present the plan to the Church Board. Once the interested members, the Pastor and the designated MCC Officer settled on a plan to move forward, the MCC Officer will request to meet with the church board. It is necessary that the church board authorize the organization of the MCC Team. The board should be fully familiar with all the aims, the objectives and concepts of the organization including the financial obligations and needed budget, and the role it can play in evangelism within the church. At this time, the church board should be given questionnaires and information sheets with relevant details to be filled in and submitted to the conference director, who with the designed MCC Officer, will assist in the detailed planning and organization of the team.. Following this meeting, the intention will be to form the team which is to be announced to the church.
  4. Inform the congregation during the worship service. It is important that all church members be informed about the MCC Ministry and the local team being formed, its objectives and its programming. Someone qualified by experience to speak on behalf of MCC Ministry should be the one designated to bring this information to the entire church, preferably during the worship hour on Sabbath. At this time, a call should be made for interested people to assist and support the Platoon.

5. Call a special meeting on Sabbath afternoon. This special meeting should bring together those who will be involved in the organization of the MCC Team. During this special meeting, more details about the organization could be explained. A few members of the Medical Cadet Corps visiting from neighboring teams might demonstrate some of their accomplishments and display the uniform.
6. Orientation on the basics of the Medical Cadet Corps. A Basic Staff Training Course as outlined in the designated manual such as the one available from the General Conference should be presented in the church community or near enough so that interested people can attend. One of the conditions upon which the successful operation of the team depends is an adequate number of trained leaders.
7. A Medical Cadet Platoon is an organized entity that operates under standard and procedures. The principle guide for the local platoon is its charter, which must be written in consultation with the Conference Medical Cadet Corps General Staff and submitted to the Pastor and Church Board for approval. After the Pastor, and Church Board have approved the formation of the Platoon and all officers and staff are in place it is ready to be chartered by the Conference. A Charter is the official recognition by the Seventh-day Adventist Church that a Medical Cadet Corps Platoon has been organized and authorized to function. To receive a Charter the organization must submit a Charter application duly signed by the Leader, Pastor and Church Board. In submitting the Charter Application

An Organization and Chartering Meeting should be convened at which the platoon leadership team will be selected.

The platoon leadership team consists of the:

1. Platoon Commander:
2. Assistant Platoon Commander:
3. Chaplain:
4. Adjutant:
5. Finance Officer:
6. Safety Officer:
7. Logistics Officer or Quartermaster:

In ensuing years, the local church board/nominating committee should be familiar with those who are best qualified to lead out in the team and recommends to the church at large the members of the platoon leadership team as well as all other officers.

## **THE SPONSORING CHURCH A MEDICAL CADET CORPS TEAM**

The Seventh-day Adventist Medical Cadet Corps/MCC is a denominational based service program/ministry. Its administrative oversight and operational functions are usually performed on a conference level in cooperation with the local church. The Local Church begins its involvement with MCC when it is requested by interested church members in sponsoring a local team of the Medical Cadet Corps in the same manner as it would a pathfinder club, adventurer club or Bible Bowl team.

Entry into the Corps membership is overseen by the local sponsoring church in terms of membership status and risk management. Every member of the medical cadet corps, regardless of rank or assignment must have an organizational affiliation to the denomination via a local church. Even conference officials must have their MCC membership held administratively by a local church.

In the Northeastern Conference, the MCC is a ministry of the conference youth department. Beyond that, however the church determines whatever reporting structure it deems. The responsibility and working relationship of the MCC team must be very close.

The sponsoring church is defined as a fully organized congregation within the conference that is willing to sponsor a team. The team may be specific to that congregation, meaning composed completely of members from that congregation or as an area organization meaning members come from a variety of other sister-churches. In either case the sponsoring church has the responsibility to 1-select or confirm selected officers, 2- Maintain the integrity and discipline of the Seventh day Adventist church among the members of the team, 3- Receive reports and briefings on all activities, 4- approve all activities requiring risk management notification. Unless the sponsoring churches desire or deems fit, they have no financial responsibility for the Medical Cadet Corps. The church simply will provide space for meetings and are reportable duality to the local church administration as well as the conference administration. Statistically all activities are accredited to the sponsoring church regardless of the church membership within the team.

### **PLATOON LEADERSHIP TEAM:**

#### **1. Platoon Commander:**

Platoon commanders are pivotal to the success of the Mission and stability of the medical cadet corps. They are duly reportable to the church board of the sponsoring church well as the MCC command structure of the Conference Brigade. They liaison with the church's organizational structure to ensure that all lines of communication, accountability and adherence to risk management protocols are enforced. In some churches, team leaders are invited to be members of the Church Board either with or without voting privileges. As such, the team leader must always be a member of the sponsoring church in good standing.

This position is chosen or confirmed exclusively by the local church via the normal election process upon the recommendation of the team from the qualified members of the Corps. The sponsoring Church is not obligated to accept this recommendation

and may select anyone they deem to fill the office. During the nominations for the new church year, if the local group has a year of being active, they must present their recommendation for this position. This person in this position might become a board member and therefore must be a baptized member of that church. The rank proper for a platoon commander is 2<sup>nd</sup> lieutenant but in cases where a person is not available to hold a commission, the Brigade Commander will grant said individual a warrant officer designation.

2. Assistant Platoon Commander:

The assistant platoon commander is the executive officer of the platoon, second in command and principal assistant to the platoon commander. This officer directs and coordinates the activities of the staff section and is the material readiness officer. This officer does not need to be a member of the sponsoring church but must maintain membership in good standing within the conference.

This position is of great importance in the event of the absence of the platoon commander, the assistant Platoon Commander/Leader is one of the two positions that can assume the command. The church board has the power to choose who will fulfill this position or to allow the commander and team, to choose who that person would be. In those cases that the commander chooses the officer-candidate, said individual will need to be confirmed by the local church board and the brigade Commander, who will then grant them a Warrant Officer's designation.

3. Chaplain:

The chaplain is the chief spiritual officer of a unit. Preferably an ordained or commissioned pastor or an elder. This officer is responsible for the moral compass and spiritual morale of the unit. Duties of this chaplain in addition to the usual prayers and benedictions at services and meetings include spiritual first aid, planning and leading out with spiritual outreach. Conducting worship services which include preparation and delivery of sermon discourses. Chaplains will liaise and work with local pastors in the administration of any special service.

This position is of great importance as well because in the absence of the platoon leader or assistant platoon leader, this person will assume command of the platoon. The church board has the power to choose who will fulfill this position or to allow the platoon leader to do so. In the case of the latter the person would be confirmed by the local church board. (The official recommendation is that a pastor/associate pastor/assistant pastor (Ordained or commissioned) or an ordained elder that is willing to be a member of this ministry; be considered.

4. Adjutant:

The adjutant is responsible for a myriad of administrative tasks that keep the team functioning efficiently. Among these are: personnel management issues, minutes of meetings and records management. The adjutant will submit, for the commander's review and approval; the monthly report and assist in preparing the Personnel Readiness Report.

The rank proper for an adjutant at the platoon level is sergeant E-5 but no less than corporal E-4. On the Company, Battalion and Brigade and Division level, this billet is held by at least a warrant officer and is therefore called an adjutant officer.

### **PLATOON RANKING**

By virtue of office, team leader assistant team leader, adjutant and chaplain hold positions of responsibility that carry with it a senior ranking.

- a) Platoon commanders are officers leading their units. Individuals who are qualified lead with the rank of 2nd lieutenant or above. Individuals selected as team leader who have yet to qualify for a commission are given the acting rank of chief warrant officer.
- b) Assistant platoon commanders as principal assistants to the platoon commander are either chief warrant officers or senior non-commissioned officer usually an E6 or higher.
- c) The chaplain, as chief spiritual officer of the unit is an officer. They are accorded the rank of warrant officer or if qualified the commission of 2nd lieutenant.
- d) The adjutant is a position of great responsibility for which a non-commissioned officer must be assigned. This officer may be accorded rank of either E4 through E6. At the company, Battalion and Brigade level the Adjutant is a commissioned officer.

### **MCC TEAM PROJECTS**

The MCC does not respond to crisis or disasters on an ongoing basis. When not responding in a field operation or training, MCC team is not to remain idle. It is expected that the team will engage in ongoing community outreach projects germane to the mission and philosophy of the Seventh-day Adventist medical Cadet Corps.

Whatever project the team engages in, it must be sustainable and staffed with a consistent and reliable source of MCC volunteers. The must be Community based, and designed to meet a need germane to the mission of the medical cadet corps.

Such projects could be:

1. Collaboration with the local church or district Adventist Community Service teams is a fundamental idea.
2. Staffing the conference ACS center
3. Monthly screenings and referrals health fairs

## **Leadership Expectations and Responsibilities:**

### **A. Brigade Commander (Brigadier General)**

The brigade commander is concurrently a deputy of the Conference Adventist Youth Ministries Youth Director with the following specific duties:

1. Reportable directly to the Conference Adventist Youth Ministries Director under appointment to function as Deputy Director-General of the department.
2. Exercise full operational command of all MCC personnel and Units within the Brigade
3. Responsible for the strategic leadership, training, readiness, operational employment, and performance of all MCC components.
4. Ensure that trained and equipped MCC units are available for local and national emergencies
5. All MCC personnel are directly reportable to him and he in turn is directly reportable to me as director general.
6. Develop and issue Policy, Personnel and Organizational policies directives.
7. Chair the General Board, and all meetings of the Brigade Staff.

### **B. Chief of Staff/COS (Colonel)**

The duties of the Medical Cadet Corps Chief of Staff also known by the civilian title of Executive Coordinator is to:

1. Report to and assist the Brigade Commander.
2. Serve as Chief of Staff to the Brigade Commander
3. Oversee and assist the leadership teams with their responsibilities.
4. Visit teams and regions providing technical support and program guidance.
5. Promote the Ministry across the Northeastern Conference territory.
6. Represent the Medical Cadet Corps Leadership Team at meetings.
7. Deputize for the Brigade Commander when so designated.
8. Gather information and prepare reports for the Conference Directorate.
9. Conduct training seminars and Medical Cadet Corps Leadership Team development programs.
10. Chair meetings of the Leadership Team of the ministry component.
11. Assist the Conference at Conference-wide functions, such as Camporees, fairs, conventions, rallies, etc. and conducting Training Courses.
12. Serve as an ex-officio member of any Board of Examination for the Conference territory.
13. Ensure that the uniform dress code is adhered to
14. Perform other duties as assigned by the Conference Youth Director/ Associate Youth Director, Brigade Commander, and/or the General Board.
15. Oversee respective component of the ministries reportable to the Brigade Commander, and Conference Youth Director/Associate Youth Director



**C. Assistant Chief of Staff/ACOS (Lieutenant Colonel)**

The duties of the Medical Cadet Corps Assistant Chief of Staff also known by the civilian title of assistant executive coordinator is to:

1. Assistant and collaborate with the members of the leadership team in the fulfillment of said officer's duties
2. Report to and assist the Brigade Commander and the Chief of Staff serving as assistant Chief of Staff to the Brigade
3. Oversee and assist the members of the leadership team with their responsibilities
4. Oversee the Brigade Ceremonial and Sustainment Detachments
5. Visit teams providing technical support and program guidance
6. Promote the Ministry within the conference territory
7. Represent the Medical Cadet Corps Leadership Team at meetings
8. Deputize for the Conference Directorate when so designated
9. Gather information and prepare reports for the Brigade Commander
10. Conduct training seminars and Medical Cadet Corps Leadership Team development programs.
11. Chair meetings of the Coordinators and Program Officers of their ministry component
12. Assist the Conference at Conference-wide functions, such as Camporees, fairs, conventions, rallies, etc. and conducting Training Courses.
13. Serve as an ex-officio member of any Board of Examination for the Conference territory.
14. Ensure that the uniform dress code is adhered to
15. Perform other duties as assigned by the Conference Youth Director/Associate Youth Director and/or the Brigade Commander and General Board.

**D. The Chief of Operations/COO (Major, Lieutenant Colonel or Colonel)**

The Chief of Operations is a Senior Executive/Command billet working collaboratively with the Chief of Staff but directly reportable to the Brigade Commander.

- a. The Chief of Operations is appointed by and serves at the pleasure of the Brigade Commander
- b. The Duties of the Chief of Operations is to:
  - i. Serve as the brigade's deployment specialist
  - ii. Serve as the liaison with local, state and federal Offices of Emergency Management/OEM, Federal Emergency Management Agency/FEMA, Community Emergency Response Team/CERT, and related response programs or agencies.
  - iii. Oversee the effective and efficient management of preparatory deployment resources for operational mobilization.
  - iv. Drive the performance matrix of operations in the field, collecting data for planning conception.
- c. The chief of operations is responsible for monitoring the overall operational process of the brigade by maintaining efficient mission management, and accurate mission deliverables.
- d. As a senior ranking Field grade commissioned officer, At the brigade commander's discretion and directive, the Chief of Operations may deputize for him. In the

Absence of the Chief of Staff, the Brigade Commander may be designate the Chief of Operations as *Acting* Chief of Staff.

**E. Chief Medical Officer (CMO) (Lieutenant Colonel or Major)**

The Chief Medical Officer is a Physician (MD or OD), Clinical Care Nurse Practitioner, or Clinical Care Physician's Assistant who is a key member of the MCC Senior Executive team. The CMO will engage in defining and leading the organization in accomplishing its overall clinical vision. The position provides expertise and leadership in the area of para-professional pre-hospital medical response training. The Chief Medical Officer's duties shall include, but not be limited to:

1. Lead and implement the professional direction, guidance, and support for the organization.
2. Keep abreast of emerging models in health care delivery; identify and define new and innovative strategies to achieve business goals and objectives.
3. Identify opportunities to collaborate and develop programmatic integration opportunities within the community.
4. In the service, the Chief Medical Officer can override someone of superior rank on a professional issue.
5. Chair the Medical Advisory Board which will be composed of three physicians, three Nurses and three Paramedic level Emergency Medical Technicians all of whom are appointed by the Brigade Commander.

**F. Chief Chaplain/CCH (Captain or Major)**

This is an ordained/commissioned Pastor or Elder who is a duly commissioned staff officer assigned to Brigade headquarters and responsible for:

1. Advising the Senior Executive command staff on spiritual matters pertaining to the Corps.
2. Perform all duties of a MCC Chaplain as needed.
3. Lead in chaplaincy support during MCC mobilization and responses.
4. Provide training for chaplain's and ensure that the quality of service remains high.
5. Lead and oversee the chaplaincy of the SDAMCC – NEC.

**G. Chief Adjutant Officer/CAO (Captain or Major)**

This is a commissioned staff officer assigned to Brigade headquarters responsible for:

1. serving as Chief Administrative officer of the Corps
2. managing the administrative operations of the Corps
3. developing and managing a performance matrix for the corps to quantify its strategic vision
4. overseeing records management
5. organizing and coordinating inter/intra- departmental operations

**H. Chief Communications Officer/CCO (Captain or Major)**

This is a commissioned staff officer assigned to Brigade headquarters responsible for:

1. Information management via information technology modems
2. Provide means for the accurate, timely, flow of information to and from the field
3. Develop communications contingency planning
4. Overseeing the “branding” image of the Brigade
5. Serve as public relations contact for the Corps
6. Overseeing communication through social media outlet

**I. Chief Training Officer/CTO (Captain or Major)**

This is a commissioned staff officer assigned to Brigade headquarters responsible for:

1. developing policy, plans and modalities for the training and certification of members of the Corps to ensure that MCC has the qualification to fulfil its service mission.
2. Perform the functions of quality assurance and risk management coordinator for the Corps.
3. Training logistics encompass, need. availability, venue, personnel, equipment, and supplies.

**J. Chief Financial Officer (Captain or Major)**

1. Responsible to the collection, safeguarding and authorized disbursement of Brigade funds
2. Responsible for a written monthly report on all income and debits reconcilable with banking statements

**K. Supply Officer/Quartermaster (Captain or Major)**

This is a commissioned staff officer assigned to Regimental headquarters responsible for:

1. Ascertain the material needs of the Corps
2. Developing uniform and equipment standards and specification
3. Recommending resources for the supply of uniforms, equipment

**L. Command Sergeant-Major**

This is the Senior non-commissioned staff officer assigned to Regimental headquarters responsible for:

1. Discipline, Ceremony and Protocol
2. Assisting the Training Officer in all aspects of training
3. Custodian of the Corps Colors and Espirit de Corps













#### **M. Brigade Aides-De-Camp**

1. An MCC aide-de-camp, is a Chief Warrant Officer on the personal staff of a general or other high-ranking commander who acts as his confidential assistant in routine and confidential matters.
2. As personal assistants, aides de camp are primarily involved in coordinating matters of administrative support and general assistance in both the field and the headquarters of the Commander. On the move, a general's aide-de-camp will carry and care for the general's flag. Aide-de-Camp is a duty that has many tentacles that twist and overlap into protocol activities, editing and preparing correspondence, email management, and other tasks.
3. Being on the Commander's personal staff comes with great responsibility. As an MCC officer, they must be trustworthy, highly disciplined, and polished, characterizing the very highest ideals of the Seventh-day Adventist Medical Cadet Corps.
4. Assignment of Aides
  - Commanding General- 3
  - Brigade Chief of Staff- 2
  - Assistant Brigade Chief of Staff- 1


NOTE: The brigade commander will appoint Deputy Chief Officers or Assistant Chief Officers to those departments as needed.

## **MEDICAL CADET RANK TITLES AND INSIGNIA**








### **COMMISSIONED OFFICERS**



<b>Title of Rank</b>	<b>Grade Level</b>	<b>Insignia</b>
<b>GENERAL OF THE CORPS</b>	<b>0-11</b>	 or 
<b>General</b>	<b>0-10</b>	
<b>Lieutenant General</b>	<b>0-9</b>	
<b>Major General</b>	<b>0-8</b>	
<b>Brigadier General</b>	<b>0-7</b>	
<b>Colonel</b>	<b>0-6</b>	
<b>Lieutenant Colonel</b>	<b>0-5</b>	
<b>Major</b>	<b>0-4</b>	
<b>Captain</b>	<b>0-3</b>	
<b>First Lieutenant</b>	<b>0-2</b>	
<b>Second Lieutenant</b>	<b>0-1</b>	




### **WARRANT OFFICERS**

<b>Chief Warrant Officer – CWO 5</b>	<b>CWO-5</b>	
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## NON-COMMISSIONED OFFICERS

<b>Sergeant Major</b>	<b>E-9</b>	
<b>First Sergeant Master Sergeant</b>	<b>E-8</b>	
<b>Sergeant First Class</b>	<b>E-7</b>	
<b>Staff Sergeant</b>	<b>E-6</b>	
<b>Sergeant</b>	<b>E-5</b>	
<b>Corporal</b>	<b>E-4</b>	
<b>Specialist</b>	<b>S-4</b>	

<b>Private First Class</b>	<b>E-3</b>	
<b>Private</b>	<b>E-2</b>	
<b>Private-Recruit</b>	<b>E-1</b>	

ENTRY LEVEL RANK ADVANCEMENT		DESCRIPTION
<b>Specialist</b> <b>E-4</b>		For entry level cadets who are invested Master Guides or Senior Youth Leaders who have: <ul style="list-style-type: none"> <li>• Complete all Basic Cadet Training prerequisites</li> <li>• Complete Basic Cadet training 1,2,3&amp;4</li> </ul>
<b>Private First Class</b> <b>E-3</b>		<ul style="list-style-type: none"> <li>• Be at least eighteen years of age</li> <li>• Be an active member of the Corps for two consecutive years</li> <li>• Participate in at least three MCC ministry events</li> <li>• Complete Basic Cadet training 3&amp;4</li> <li>• Complete the following AY honors enrichment: <ul style="list-style-type: none"> <li>• Fire building and Camp cookery</li> <li>• Basic Rescue</li> <li>• Rock Climbing and Rappeling</li> <li>• Hiking</li> <li>• Orienteering</li> </ul> </li> <li>• Turn in a five page book report on the first five chapters of the Book "Education" by EllenG. White.</li> <li>• Be able to explain the Doctrine of Salvation from the Fundamental Beliefs</li> <li>• Fulfil all of the recommendations of the previous rank</li> <li>• Have a recommendation for promotion.</li> </ul>
<b>Private</b> <b>E-2</b>		<ul style="list-style-type: none"> <li>• Be at least eighteen years of age</li> <li>• Memorize the MCC creed and hymn</li> <li>• Complete all Basic Cadet Training prerequisites</li> <li>• Complete Basic Cadet training modules 1&amp;2</li> <li>• Participate in at least two MCC ministry events</li> <li>• Complete the following AY honors enrichment: <ul style="list-style-type: none"> <li>• Swimming 1</li> <li>• Marching</li> <li>• Camping Skills 1 and 2</li> <li>• First Aid &amp; CPR or Basic Life Support/BLS</li> <li>• Knots</li> <li>• Be able to explain doctrines 1-7 of the fundamental beliefs of the Seventh-day Adventist Church:</li> </ul> </li> <li>• Turn in a two page book report on sections I, VI and VIII of the Book Messages to Young People by Ellen G, White.</li> <li>• Lead out in a public devotion</li> <li>• Have a recommendation for promotion</li> </ul>
<b>Private - Recruit</b> <b>E-1</b>		<ul style="list-style-type: none"> <li>• This is the entry level of the Medical Cadet Corps</li> </ul>

#### EMBLEMATIC INSIGNIA FOR PROFESSIONAL MEMBERS

					
Physicians	Nurses	Dentists	Veterinarians	Medical Service	Chaplain

				Specialist	
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## **Code of conduct**

Recognizing that the Seventh-day Adventist Medical Cadet Corps, to which I wish to belong, is a ministry of the Seventh-day Adventist Church and a Volunteer Uniformed Service Organization, and that I understand that:

1. I must possess and maintain a sound mind and body, I will abstain from using all things that do harm to y body like alcohol, tobacco, drugs, etc.
2. I will be trained in a high-quality program that includes the harmonious development of the physical, mental, and spiritual capacities; and therefore, I will obey the rules and commands given to me by the staff and superior ranking members of the Corps.
3. I will obey the written rules that define the limits of borders on camps, overnights and other activities determined by the Corps Staff.
4. I understand that my Unit has the need to purchase equipment and other materials to help in my training and response, I will therefore give with a cheerful heart monthly as determined by the leadership and my abilities.
5. Knowing that I will be using a uniform, I promise to do all within my reach to purchase my personal attire, care for it and use it only for its intended purposes. I agree not to use jewelry in the form of adornments of any material while in uniform, neither will I go places or do things that are inappropriate and thereby bringing dishonor upon the uniform and the Corps. I will not use the uniform in whole or part for any other reason other than as outline for the purposes of the Seventh-Day Adventist Medical Cadet Corps.
6. I understand that it is very important to assist and be committed to the activities of the unit. If I am unable to perform my duties, I purpose to provide my superiors with a just and timely reason.
7. I will not make use of profanity, vulgarities or inappropriate language or behavior.
8. I will assist responsibly and respectfully to any Church services of worship and other Church gatherings.
9. If for any reason I need to pause or withdraw my enrollment from the Corps, I will use the proper procedures in requesting a license of time off. I will also be responsible in taking care of the patches and emblems entrust to me for wear and return them if I cannot.
10. I accept those prescribed measures that will ensure that my presence will be in harmony with my unit, therefore I also accept and trust those decisions taken by the leadership of the Corps up the chain of command for this same purpose. In recognition that I am responsible for my thoughts and actions, and after studying this Code of Conduct, of my own free will, I promise and purpose, under God's direction and with all my strength and honor to keep and fulfill each of the points mentioned above.



## **MCC OFFICER'S CODE OF HONOR**

Members of the Northeastern Conference Brigade of the Seventh-day Adventist Medical Cadet Corps, holding an officer's commission or warrant I accept that I will be expected to adhere to the following Code of Honor:

1. As a medical cadet officer, I resolve to never lie, cheat, steal, or tolerate those who do.
2. As a medical cadet officer, I pledge to retrain from the undermining acts of gossip and belittling a fellow cadet whether of subordinated, equal or superior rank.
3. As a medical cadet officer, I pledge to do live by the principles of Duty, honor integrity, ethics trustworthiness.
4. As a medical cadet officer, I will exemplify the uttermost curtesy in my behavior and language.
5. As a medical cadet officer, I will neither whine nor make excuses.
6. As a medical cadet officer, I will not only give orders but obey the orders of my superiors and extreme ownership for the exercise of strict discipline.

Furthermore, I resolve; God being my help and strength, to honorably live by the officer's Code of Honor and Code of Conduct of the Medical Cadet Corps. If I cannot or will not live by CODE, I determine to resign my commission or warrant.

## **MCC COMMISSIONED OFFICERS AFFIRMATION**

I \_\_\_\_\_, having been appointed an officer in the Seventh-day Adventist Medical Cadet Corps, do solemnly affirm that I will support, practice, and defend the Biblical standards the Seventh-day Adventist Church, the creed, the code of conduct, and the officer's code of honor of the Seventh-day Adventist Medical Cadet Corps; I further affirm that bearing true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of a commissioned officer which I am about to enter; obeying the orders of my Commander and those of the officers appointed over me, according to the regulations of the Uniform Code, finally, I affirm, God being my helper, that with moral courage, I will endeavor to inspire these qualities in others by my example, exercising the high moral principle of loyalty to the Corps.

## **Disciplinary Boards of Review**

Review Boards are formed to deliberate cases where a Cadet or a group of cadets have committed an offense or action in which the ministry is affected. These are the ways their functions are divided:

**Conference Review Board:** This board is composed by at least (5) members of the Brigade Senior (Executive) Staff appointed by the Brigade Commander, or if the BC is the subject of the review, the Director-General. This board will meet to evaluate the following cases:

- Permanent Ministry Expulsion
- Indefinite/ Temporary Ministry Expulsion
- Rank Demotion
- Fitness of Officers licensed for companies and Battalion Service
- Appeals of the Company Review Board

**Company Review Board:** This board of three (3) members consisting of Officers and Senior Non-Commissioned Officers is convened by the company commanding officer subject to the approval by the Brigade commander; with each company having its own board. The convened board reports the results of their review to the respective Battalion Commander. This board will meet to evaluate the following cases:

- Membership suspensions up to six (6) months
- To evaluate the cases a cadet with the rank of Sergeant
- To grant a Licenses to Sergeants of that Company

**Local Review Board:** This board is composed of the Platoon Leader, the Assistant Platoon Commander, the Assistant Platoon Commander, and the Platoon chaplain. This board renders a report of its findings in cases of corrective action to company commander. In case involving the platoon leader, assistant platoon, the Platoon Chaplain the matter is reviewed by the Company Review Board. This board will meet to evaluate the following cases:

- Suspension of membership up to three (3) months
- To evaluate incidents of violations of the Articles of Discipline
- To recommend licenses to a Cadet

### **Review Board Findings:**

All review board findings are recommendations that are sent to the brigade commander through channels with various endorsements or commands for a final disposition.

## **Articles of Discipline**

- Article # 1      Notice of Action Taken:**  
A cadet to be reviewed has the right to receive charges in writing and to appear in their own defense before a review board before a final recommendation is sent to the Brigade Commander. Once the case has been adjudicated, the brigade commander will assessed the facts and made the final decision on a case, which must be announced.
- Article # 2      False reports:**  
Any person who submits a written or oral report which has been intentionally altered will be disciplined by General Review.
- Article # 3      Abandoning post:**  
Defined as leaving a position, a guard, task, or meeting without being relieved of your duties or without being "Dismissed", a cadet is subject to corrective action administered by the Sergeant present during the action.
- Article #4      Lack of respect for a public or religious figure:**  
Any person who does this, by words or actions, will is subject to corrective action administered by their Company's Commanding Officer.
- Article #5      Disrespect to a superior:**  
Anyone who disrespect a senior ranking Cadet will be is subject to corrective action administered by the Chief of Staff.
- Article #6      Aggression or attempted attacks:**  
Any violence between members of the ministry, will be evaluated and subject to corrective action administered by the Chief of Staff.
- Article #7      Inappropriate behavior:**  
Depending on the behavior or misconduct in which the Cadet was involved they will be evaluated by a Review Board.
- Article #8      Interrupting the guard:**  
All Cadet that disrupts or distracts one or more of the Cadets who are doing the Guard, will be disciplined in the act by the Sergeant in command.

- Article #9      Disclosure of Information:**  
Any Cadet who commits treason by disclosing inside information or bring misfortune to the ministry through the dissemination of information, and GOSSIP will be subject to corrective action administered by the General Board.
- Article #10      Damage to equipment:**  
Any Cadet who breaks, damages or intentionally destroys equipment belonging to the ministry will be subject to corrective action administered by the Chief of Staff.
- Article #11:      Inappropriate use of equipment:**  
All Cadet to make improper use of uniform will be subject to corrective action administered by the Chief of Staff.
- Article #11.1:      Uniforms, patches and emblems:**  
All Cadet that have patches on their uniforms and /or emblems that are not approved by the Conference, will be considered as improper use of uniform and subject to corrective action administered by the chain of command.
- Article #12:      Inappropriate behavior during the watch:**  
All Cadet to fall asleep during guard, wear uniforms incorrectly, alter or does not follow instructions or behaves inappropriately will be disciplined by the sergeant in command subject to corrective action by the chain of command.
- Article #13:      Non-Baptized members:**  
A non-baptized member must abide by the rules and regulations of the ministry, a Cadets who does not wish to abide by them will be evaluated and subject to corrective action administered by the General Board.
- Article #14:      Authority outside its jurisdiction:**  
Each Cadet that has been granted authority will have a jurisdiction under which they can operate, if they were to impose their authority in an area outside their jurisdiction, they will be disciplined by the Chief of Staff or the Brigade Commander.
- Article #15:      Abuse of authority:**  
A Cadet found using their authority to offend, degrade, humiliate or do any kind of physical and/or emotional damage; is categorized as someone who is abusing their authority, the same will be subject to a review board's discipline.

**Article #16: Group inactivity:**

Every Cadet, without exception of rank, needs to request a leave of absence to, leave their local group, assignment, responsibilities and/or duties.

**Article #16.1: Absence up to three (3) months:**

A Cadet **absent from duty up to three (3) months** must provide a written explanation to the battalion commander who will recommend further action to the brigade commander.

**Article #16.2: Absence of three (3) months to one (1) year:**

The Cadet must submit a letter notifying the brigade of his/her need to be absent from MCC duty absence when it is expected to last between three (3) months to a year and request a license for a leave of absence.

**Article #16.3: Absence Suspension:**

All Cadets under suspension or on discernment leave are prohibited from attending any local, company or battalion activities until the end of their suspension unless they receive a license by the brigade commander.

**Article #17: Appeals:**

An accused Cadet may request a re-evaluation of any verdict lodged against them first with a written letter to the brigade commander within the first 30 days of the decision. If the decision was taken by the General Review Board and brigade commander, the request will be addressed as a "reassessment of the incident" and will be handled by the director-general.

**Article #18: Church Discipline:**

If the cadet is disciplined by the local church, they are automatically placed on discernment leave until reinstated by the local church.

**Article #18.1: Disfellowshipped:**

If the Cadet carries a rank of Sergeant (E-5) or higher, said rank reverts to Corporal (E-4) until the time of rebaptism. The Cadet can then ask the General Board, to review their case to be restored to their previous rank.

**Article #18.2: Censorship:**

During the time of a Church censorship, the Cadet rank shall be suspended for its duration. At the start of the censorship, the General Board will decide how long this cadet will wait before being reinstated after the end of their censorship.

**Article #19: Accreditation of rank:**

A Cadet in good standing transferring to this conference brigade with the desire to use the ranks they held in their previous brigade, must complete the recertification form indicating their rank and signed by their former brigade commander. This form is to be submitted to the Chief of Staff for processing.

**Article #19.1: Master Guides and Ministerial Graduates:**

Ministerial Graduates, Invested Master Guides, and Senior Youth Leaders who joins the Medical Cadets can request a rank evaluation based on their skill sets, prior knowledge, and responsibilities. The candidate will receive credit for course work already completed in the previous duty. Regardless of Master Guide Investiture, the individual must successfully Basic Training and be inducted.

**Article #19.2 Uniformed Services member:**

An individual wishing to join the Medical Cadet Corps that is currently actively serving or has been honorably discharged from a federal, state or local uniformed service can request a rank evaluation based on their skills prior knowledge and responsibilities.

Special recognition and accommodation must be afforded in the medical Cadet Corps for those individuals with uniformed experience and training. Such individuals may have served in the uniform services or have been invested as Master guides. The level of training and experience therefore affords them the right to be direct commissioned or warranted or to receive a non-- commissioned officer's appointment. Any appointment with in medical Cadet Corps however whether a direct Commission or otherwise must be preceded by MCC orientation, a Modified MCC Basic Training and induction. Selected individuals may then receive an assimilated enlistment, warrant or commission compatible to their service rank but without portfolio.

# Medical Cadet Corps Service Uniforms

## 01-01. Full Dress Uniform

### 01-1. Authorization for wear

The class “A” and “B” MCC Black uniforms are authorized for year-round wear by all personnel. The class “A” service uniform is the dress uniform for all personnel when worn with the white shirt. Uniform is to be worn with the Burgundy beret when outdoors.

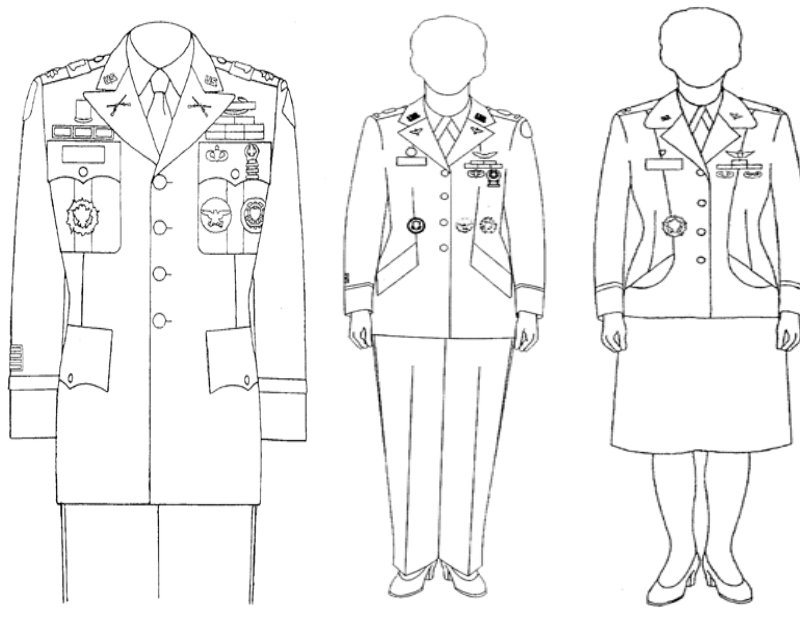


Figure 01-1. MCC Black Service Uniform -officer

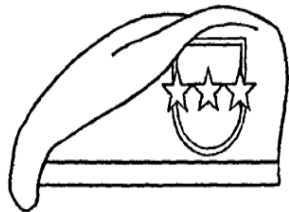


Figure 01-2. Beret, officer

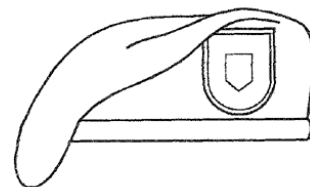
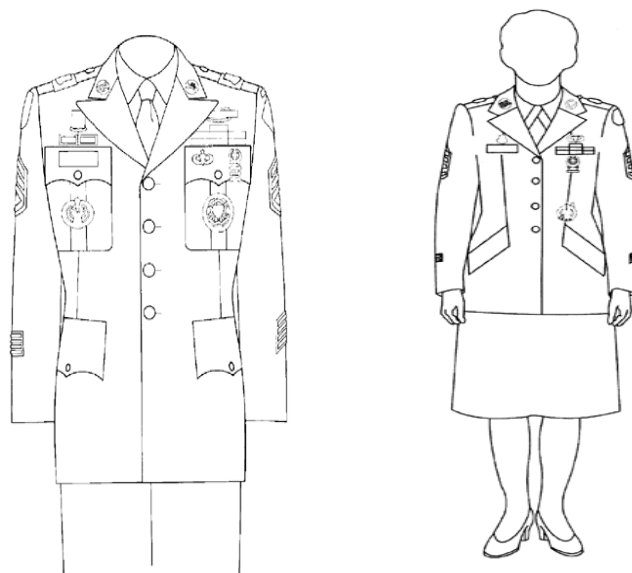
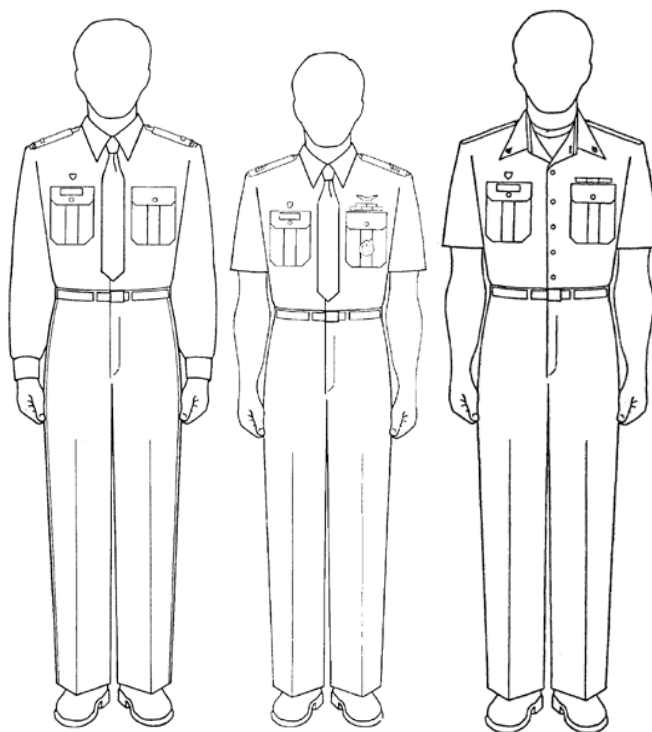


Figure 01-3. Beret, enlisted

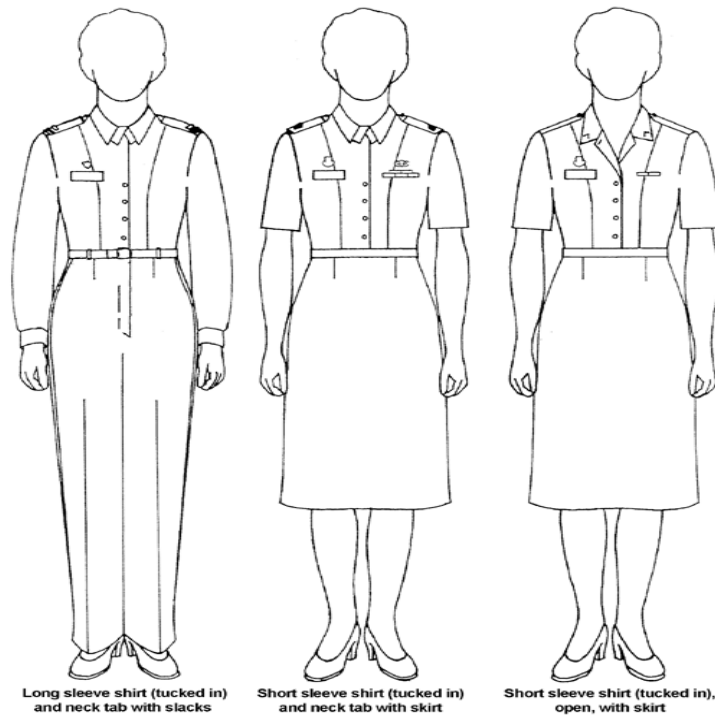


**Figure 01-3. MCC Black Uniform - enlisted**



**Figure 01-4. Class B MCC Black Uniform Trousers, long and short -sleeved shirt and tie and without tie**





**Figure 01-5. Class B MCC Black Uniform, short and short-sleeved shirt and tie and without tie**

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## **01-2. Composition**

- a. The class “A” black service uniform comprises the MCC black coat and trousers, a white uniform short- or long-sleeved shirt, and a black four-in-hand necktie.
- b. The class “B” black uniform comprises the MCC black trousers for males and a MCC Black shirt for females, a white uniform short- or long-sleeved shirt. Male personnel will wear a four-in-hand necktie and females will wear the tuxedo tie with the long-sleeved white uniform shirt when it is worn without the class A coat, as an outer garment.

## **01-3. Occasions for wear**

- a. The Black uniform (class A) and authorized variations (class B) are authorized for wear by all male personnel when on duty, off duty, or during travel. These uniforms also are acceptable for informal social functions after retreat, unless the host prescribes other uniforms.

## **01-4. Materials**

- a. Coat, trousers and/or shirt will be made of the same material and black shade.

### **01-5. Coat, Black**

- a. Design. The coat will be made from an approved specification or pattern.
- b. General description. The coat is a single-breasted, peak-lapel, four-button coat extending below the crotch, fitting easily over the chest and shoulders, with a slight draped effect in the front and back. The coat is fitted slightly at the waist, conforming to body shape without tightness and with no prominent flare.
- c. Coat sleeve ornamentation.
- d. General, Field, Company grade and warrant officers. The sleeve has a band of gold mohair, polyester, or mercerized cotton braid 1½ inches wide, sewn on each sleeve with the lower edge parallel to, and 3 inches above the bottom edge of each sleeve.
- e. Enlisted personnel. The trouser leg is plain.

### **01-6. Trousers, Black**

- a. Design. The trousers will be made from an approved specification or pattern.
- b. General description. The trousers are straight legged without cuffs, and with side and hip pockets. The left hip pocket has a buttonhole tab and button.
- c. Trouser leg ornamentation. Ornamental braid is sewn on each outside seam of the trouser leg, from the bottom of the waistband to the bottom of the trouser leg, as follows.
  - (1) General grade Officers. Each trouser leg has two one-inch wide gold mohair, polyester, or mercerized cotton braids sewn ½ inch apart to the out seam
  - (2) Field grade Officers: Each trouser leg has 1½-inch wide gold mohair, polyester, or mercerized cotton braids sewn to the out seam.
  - (3) Company grade and warrant officers: Each trouser leg has 1-inch wide gold mohair, polyester, or mercerized cotton braids sewn to the out seam.
  - (4) Senior Non-Commissioned Officers: Each trouser leg has ½-inch wide gold mohair, polyester, or mercerized cotton braids sewn to the out seam.
  - (5) Enlisted personnel. The trouser leg is plain.

### **01-7. Skirt, Black**

- a. Design. The skirt will be made from an approved specification or pattern.
- b. General description.
  - (1) The skirt is knee length, slightly flared, with a waistband and zipper closure on the left side.

### **01-8. Shirt, long- and short-sleeved**

- a. The white uniform shirt is a pre-cured durable press, cotton broadcloth shirt, in short- and long-sleeved versions. The shirt is a dress type with shoulder loops, a seven-button front, and two pleated pockets with button-down flaps.
- b. Personnel are authorized to wear the short- and long-sleeved shirts with the class A coat, black unisex pullover and cardigan sweaters, and the windbreaker.

- (1) MCC personnel must wear a black four-in-hand necktie when wearing the short- or long-sleeved shirt with the class A coat, or when wearing the long-sleeved shirt as an outer garment without the class A coat. They have the option of wearing a tie when the short-sleeved shirt is worn as an outer garment.
- (2) Soldiers have the option of wearing a tie when they wear the short- or long-sleeved shirts with the pullover sweater or cardigan sweaters. If a tie is worn with the pullover or cardigan sweaters, soldiers will wear the collar of the shirt inside the sweater. If no tie is worn with the pullover sweater, the collar is worn outside. If no tie is worn with the cardigan sweater, soldiers may wear the collar inside or outside the sweater. Soldiers may wear the cardigan sweater buttoned or unbuttoned while indoors, but they must button it when outdoors

## **01-9. Headgear**

- a. Burgundy Beret
- b. Wear. The beret is the standard headgear for class A and B service uniforms. Officers are to wear their rank within the flash.
- c. Proper wear position.
- d. With the Field Duty uniform, the Field cap of matching color and design is authorized to match the uniform in question.

## **01-10. Items normally worn with the MCC Black uniform**

- a. Accessories. The following accessories are worn with the Black uniform:
  - (1) Belt, black web, with brass tip (Gold buckle for officers and Silver for enlisted).
  - (2) Boots, combat, leather, black (only when bloused trousers are authorized).
  - (3) Buckle, solid brass
  - (4) Buttons brass
  - (5) Cap, cold-weather, black shade (only when wearing the black all-weather coat or black windbreaker)
  - (6) Coat, black all-weather
  - (7) Gloves, black, leather, unisex, dress (only when worn with black all-weather coat, or windbreaker)
  - (8) Neckties.
    - i. Burgundy, four-in-hand for males
    - ii. Burgundy, tuxedo for female
  - (9) Scarf, black (only with black all-weather coat or windbreaker)
  - (10) Shirt, white
  - (11) Shoes, oxford, patent leather black, and overshoes
  - (12) Pumps, patent-leather black for females worn with Sheer Stockings
  - (13) Socks.
    - i. Black, cushion sole (worn with boots only)
    - ii. Black, dress
  - (14) Sweater, unisex cardigan, black
  - (15) Sweater, unisex pullover, black
  - (16) Undershirt, white
  - (17) Windbreaker, black (only with class B uniform)
  - (18) Handbags.
    - i. Black, clutch type, optional purchase
    - ii. Black, shoulder

- b. Insignia, awards, badges, and accouterments are to be worn on the black class A and B uniform
  - (1) Aiguillette, service
  - (2) Shoulder sleeve insignia, current organization, full color (not authorized on the class B uniform)
  - (3) Nameplate
  - (4) Decorations and service medal ribbons are worn on the black dress class “A” and “B” uniform; they may wear full-size or miniature medals on the class B uniform).

## **01-11. General guidelines**

- a. The MCC black service uniforms are intended for wear during most duty, non-field, or utility occasions, and for travel and off-duty purposes. While both the class A and B uniforms are authorized for year-round wear, the appropriate uniform is worn based on weather conditions, duties, and the formality of the occasion. When a specific service uniform is not prescribed for formations or other occasions when uniformity in appearance is not required, personnel may wear the class A or any of the variations of the class B uniform, with the accessories authorized for these uniforms.
- b. MCC Personnel may purchase and wear the black service uniform in any of the authorized fabrics. However, individuals who purchase uniforms or uniform items from commercial sources are responsible for ensuring that the items conform to MCC specifications. MCC Personnel will wear uniforms with the shirt tucked into the trousers or shirt so that the shirt edge is aligned with the front, and so that the outside edge of the belt buckle forms a straight line.

## **OPTIONAL UNIFORM ACCESSORIES**

### **SWEATER:**

To address the climate variations found in the North Atlantic territory the black pull-over commando style sweater is authorized as follows:

- With the Medical Cadet Corps Class “A” Dress uniform providing all shirt patches and insignia are attached.
- Epaulettes and Citation Cords are worn with the sweater.
- Please note that nothing representing the Pathfinder, Adventurer, Master Guide or Ambassador Club ministry is to be worn with the Medical Cadet Uniforms Class “A” or “B” or Field Duty Uniforms.

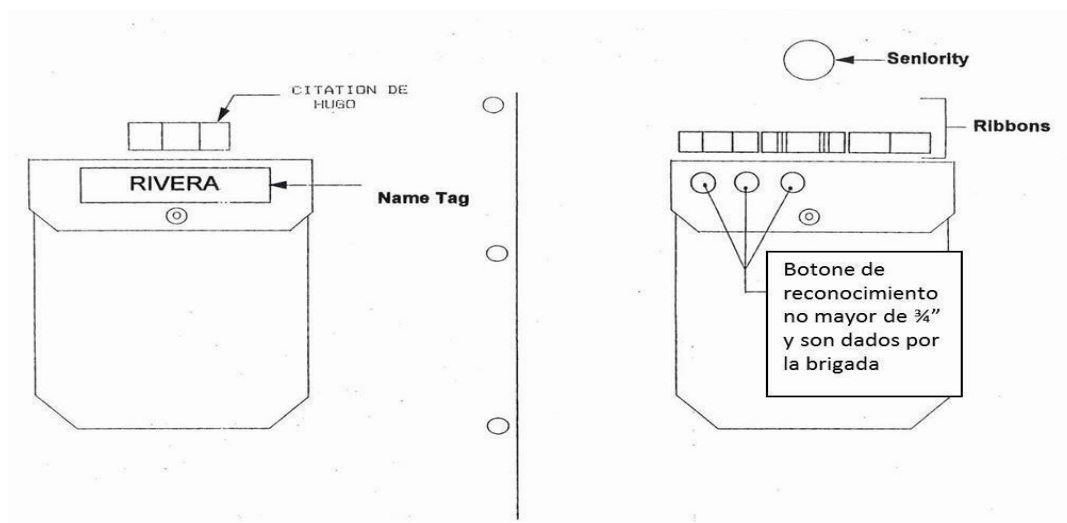
### **ALL-WEATHER COAT:**

Cadets are authorized to secure and wear as optional outerwear the black Army double breasted all weather coat worn with the patches on the sleeves as they are worn on the uniform shirt

### **EXECUTIVE UNIFORM ACCESSORY:**

In addition to the standard black Dress Uniform worn by Members of the Medical Cadet Corps, the Director-General, members of the directorate, the Executive and Assistant Coordinators will wear the following additional accessories to their uniforms:

- A 1½ inch band of gold mohair braid on each sleeve in the lower edge being three (3) inches up from the end of the sleeve.
- A 1½ inch band of gold mohair braid on the out-seam of the trousers. (The female uniform skirt will forgo this detail.



Ribbons Order on the		
	Good Conduct	
Medal of Valor	OPERATING IN DISASTER	COMMUNITY SERVICE
YEARS OF SERVICE	Achievements	GOLD/SILVER MEDALLION
OFFICER SCHOOL	INSTRUCTOR SCHOOL	First Aid & CPR INSTRUCTOR
COMMUNITY SERVICE SCH.	NCO SCHOOL	CHAPLAIN SCHOOL
First Aid & CPR	HONOR GUARD SCH.	SHARING YOUR FAITH
BASIC TRAINING	INTERMEDIATE TRAINING	ADVANCED TRAINING

## PATCHES

- The MCC shield Patch will be worn in the center of the right sleeve, one-half inch (1/2") from the top seam of the jacket.
- The national flag will be worn on the left sleeve, one-half inch (1/2") from the top seam of the jacket, followed by the National Service Organization patch with one-half inch (1/2") of separation. General Conference and Division leaders will use the UN or church flag patch and the World Service Organization patch, with the same placement. Ribbons will be worn in order of precedence as listed below on the top of the left pocket. A color name tag (color is determined by the division) with the last name of the person is worn on top of the right pocket.

\* Items available from the WSO store at [http:// store.worldserviceorganization.org/](http://store.worldserviceorganization.org/)

## 02-01. Field Duty Uniform



The basic components of the two MCC Field Duty Uniforms in either black and/or shy blue camouflage woodland BDU style are:

UNIFORM ITEM	BLACK CLASS "C"	SKY BLUE CAMO CLASS "D"
Shirt	BDU	BDU
Trousers	BDU	BDU
Cap - Field	Eight Point	Eight Point
Boot	Black Leather	Black Leather
Socks,	Black, Boot	Black, Boot
Undershirt,	Cotton, Black crewneck	Cotton, Blue Crewneck
Undergarment	White Cotton	White Cotton
Webb Belt	Black with Black tip	Black with Black tip
Buckle	Black	Black
Insignia,	Collar (metallic)	Collar metallic
Name Tapes	Gold Lettering	Gold Lettering
Gloves, Leather	Black	Black

NAME TAGS IS SOWN ON

**D. JOE**

**Medical Cadet Corps**

# MCC HISTORICAL SUMMARY

## *Seventh-day Adventist Medical Cadet Corps*

The Medical Cadet Corps (MCC) trains and equips members to provide spiritual comfort, first aid, "Spiritual First Aid," mental health first aid, relief, rescue, and humanitarian aid in times of emergency and disaster. The MCC also provides logistical support to all Seventh-day Adventist church activities and programs, as requested. On an international level, and in times of conscripted service, the Medical Cadet Corps still fulfills its historical role of preparing the youth of our church who are conscientious objectors, for non-combatant service.

The MCC promotes spiritual growth for its members. Service without a spiritual grounding is in vain. The Training therefore includes instruction on church doctrines and history in addition to drill, paramedical certification and organizational service. Members are required to participate in activities to include, but are not limited to witnessing, evangelistic outreach, church involvement in a local church, and other spiritual growth building activities and training.

The MCC works as a ministry of the World Service Organization/National Service Organization (WSO/NSO) and falls under the Adventist Chaplaincy Ministries Department of the Seventh-day Adventist Church. On the Local level, it may still fall under the direction of the Adventist Youth Ministries Department in its capacity as the Conference National Service Organization/NSO representative. In all cases it works in collaboration with the Adventist Community Services Department of the Seventh-day Adventist Church, the American Red Cross, and other government relief and rescue agencies, such as FEMA in the United States.

The Medical Cadet Corps paramedical and first responder training includes basic and advanced rescue training, Basic Life Support (BLS) cardiopulmonary resuscitation (CPR), disaster relief, and preventative health. A regimen of physical exercise promotes mental and physical discipline in the members.

### Historical Review

The Medical Cadet Corp (MCC) is a program of the Seventh-day Adventist Church (Adventist church) started in the 1930s in the United States with the intention of preparing young men of draft age for military service in noncombatant roles. The training included drill, first aid, military courtesies, organization of medical corps, defense against chemical warfare, principles of anatomy and physiology, physical exercises and character development.[1] The program was temporarily suspended at the end of World War II. It was reactivated in 1950 and in the next few years was adapted internationally. The program was deactivated by the General Conference of Seventh-day Adventists (General Conference) in the early 1970s but continued independently in a few locations with an emphasis on rescue and disaster response.

In 2016, the Medical Cadet Corps, as a component of the World Service Organization under the umbrella of the General Conference Department of Adventist Chaplaincy Ministries, was reactivated as a worldwide program.

When the Seventh-day Adventist movement was formally organized in 1863 during the height of the American Civil War, military conscription was one of the first major challenges to be addressed by the fledgling denomination. Even before 1863, Adventist beliefs about combatancy generally fell into one of three opinion groups: pacifists who felt any military service was a violation of God's command to not commit murder; militant abolitionists who felt that military service would honor God's will in ending slavery; and non-combatants who believed it to be their Christian duty to support the government in roles which did not violate the fourth and sixth commandments (see Ten Commandments). This latter position ultimately emerged as the denomination's policy and set precedent for future periods of conscription in the United States. When conscription became law in March 1863, most drafted Adventists took advantage of the option to purchase an exemption which cost \$300 per person. This sum was not easy for many to come by and church leaders encouraged all members to contribute toward purchasing these exemptions for drafted members. On February 1864, the conscription law was amended to allow conscientious objectors to serve the military in noncombatant roles. A short time later this provision was revised so that it would apply only to recognized conscientious objectors. Church leaders quickly moved to acquire this recognition from state governors in Michigan, Wisconsin, Illinois, Pennsylvania, and finally the Federal government.[2]

Following the Civil War, the United States military returned to an all-volunteer force. The Indian Wars and Spanish–American War did not require large numbers of soldiers. Adventist denominational history is mostly silent regarding these conflicts. When World War I erupted in Europe there was much more cause for concern. The Seventh-day Adventist Church looked at the issue in the Autumn Council of 1916 in the General Conference Committee for a way in keeping with the church's noncombatant beliefs, to allow the young men of the church to fulfill their obligations, and the medical military service was the direction they took.

However, since 1863 the Adventist church had grown both inside and outside of the United States. Members in Europe were divided by political and battle lines, sometimes isolating them from the rest of the church. The war in Europe began so quickly it was difficult for the church to form a cohesive policy or to support drafted church members. In the United States, efforts to support drafted church members were more orderly and the government continued to make provisions for conscientious objectors. However, misunderstandings did arise between some Adventists draftees who took extreme positions and their company officers who often did not understand or respect the position of conscientious objectors. It is unknown how many Adventists were actually drafted during World War I. Charles Longacre, who was in charge of church military relations in the United States for most of World War I, claimed that 186 American Seventh-day Adventists were court-martialed during the war and 35 were imprisoned in disciplinary barracks at Fort Leavenworth at the end of the war. The denomination's initiative to support draftees and the war effort in general was multifaceted encouraging church members to support government conservation programs, calling for



pre-induction medical training, providing camp pastors, and planning to set up Servicemen's Rest Homes in Europe. The short time between the United States' entry into the war and its end meant that some of these actions were not implemented and the effectiveness of others is undetermined.[3]

The experience of American Adventists during World War I generated several lessons which shaped the church's response to the draft during World War II, the Korean War, and the Vietnam War. First, Adventists working in the Medical Corps (United States Army) experienced the fewest conflicts regarding the keeping of Sabbath and bearing of arms. Second, pre-induction military medical training enhanced the effectiveness of Adventists who did serve and reduced the problems they faced. Third, educating church members regarding their obligations to both God and society reduced the extremism which often led to courts-martial.[4]

### **History and Origin**

Following World War 1, a number of faculty members in Adventist colleges believed that pre-military training and guidance should continue to be given students of draft age. At Emmanuel Missionary College (now Andrews University) in 1927, Lewis S. Williams started a program, but when it was criticized as being "too militaristic" it was stopped. At Walla Walla College (now Walla Walla University) students directed a set of questions to the General Conference regarding whether it was better to enlist or be drafted, clarification regarding appropriate duties for Sabbath, whether it was ever okay to bear arms, and whether the moral nature of a conflict changed one's responsibility for military service. The students' questions were discussed by a General Conference committee of seven individuals charged with studying non-combatancy. However, this group could not reach a consensus, so the questions remained unanswered.

The College Medical Corps was founded by Everett N. Dick at Union College in 1934 as a way to train males for noncombatant medic military service. The Medical Cadet Corps was founded for students of the College of Medical Evangelists in 1936 by Cyril B. Courville.[6] In 1937, Dick presented his program to other Adventist educators which led to other college adopting the program.[7] In 1937 in Glendale, California, a new Pathfinder group was founded which also added military drills from the MCC.[8] With other Adventist colleges following suit by installing similar programs, the Fall Council of the General Conference Executive Committee in 1939 gave it official sanction and centralization under the name of Medical Cadet Corps. In various places, a Women's Cadet Corps also existed.[6] The GC appointed Dick as the denominational program director[9] and recommended that all Adventist colleges start a MCC program.[10] When the General Conference met for its Autumn Council in 1939 shortly after fighting broke out in Europe, church leaders finally sanctioned the Union College Medical Corps program but formally adopted Courville's Medical Cadet Corps name, although the program would always focus on preparing enlisted soldiers. About this time, Everett Dick and two other leaders met with officials of the U.S. Surgeon General's office to establish a unified curriculum for the MCC. Thus, started a twenty-year relationship between Dick and officers of the Surgeon General's office. This relationship resulted in a curriculum continuously revised to meet evolving military

standards and recognition for Adventist soldiers which routinely placed them in the Army's Medical Corps.[11]

## World War II

Nearly every Adventist college and secondary school in the United States participated in the MCC program. Each one chose its own uniform, but patches were used in common. Training manuals also differed from location to location. Everett Dick, on temporary leave from Union College, was placed in charge of the central region of the country. Chris P. Sorenson was in charge of the eastern third and Floyd G. Ashbaugh was in charge of the program west of the Rocky Mountains. Each man was expected to promote the program in his region and to conduct officer training camps which trained leaders for the corps established on Adventist academic campuses and, in some places, churches. When this system developed flaws, Dick was asked to direct the program nationwide which he did until he returned to full-time work at Union College in 1942. Women first received training at Atlantic Union College and many academies required training for both men and women. Summer camps were held to facilitate training for men who were not attending Adventist academies or colleges. With the cessation of World War II, many campuses stopped teaching the courses. Only Union College and Southwestern Junior College (now Southwestern Adventist University) continued their MCC programs without interruption.[12]

## Cold War Era

With the end of World War II, the program ended. The Corps was reactivated in 1950 in response to the reestablishment of the draft continuing in parallel with the draft with its end in 1972 in the US. In other countries with mandatory military service or a draft, their similar program still operates.[6] The MCC was officially reactivated in 1950 with an officer's training camp in a former Civilian Conservation Corps camp (now Mountain Park) near Beulah, Colorado. The MCC program took on a different feel during this decade. Uniforms were standardized and all officers were required to train at national camps so that every MCC unit across the nation operated under the same guidelines and instruction. Leadership was centralized under Everett Dick, who as MCC commander held the rank of colonel and beginning in 1954 was also associate secretary of the War Service Commission.[13]

## Decline

After Everett Dick resigned in 1958, Clark Smith who had worked with Dick since the MCC's beginning at Union College in 1934, became the commander. Camp Doss continued to be held in the summers through at least 1970. However, support for the MCC in the United States declined after Dick's retirement, perhaps more due to the U.S. Army's implementation of its own noncombatant training program at Fort Sam Houston. Most Adventist colleges and academies stopped offering MCC courses by 1960. Interest further declined as the war in Vietnam grew increasingly unpopular. When the draft in the United States ended in 1973, the General Conference closed the denomination-wide program. Similarly, MCC programs in other countries which were strong while the countries were under military dictatorships declined when more democratic governments gained power. The MCC continued to operate locally in some areas but with an emphasis on disaster response and collaboration with Adventist Community Services rather than pre-induction military medical training.[14]

In 1950 a 10-day summer camp training program was held at Grand Ledge, Michigan on the Michigan Conference camp meeting grounds. Named for Desmond T. Doss, the first conscientious objector to receive the Medal of Honor, this camp became an annual event until about 1970. Doss himself frequently attended, an attraction that helped bring more young men to the camp each year. From 1951 until 1958, Everett Dick commanded Camp Doss aided by a core group of MCC leaders who gathered at Grand Ledge each summer from across the nation. The camp also attracted international visitors interested in creating MCC programs in their home countries. Visitors and inquiries about the camp came from Brazil, Cuba, Dominican Republic, Puerto Rico, Mexico, and South Africa.[15] The camp was active throughout the Korean and Vietnam wars before the property was sold in 1988.[16]

### International Expansion

With the reactivation of the MCC, its proven success for American Adventists, and promotion by American missionaries serving internationally, interest grew in establishing the MCC in many countries around the world. During World War II, MCC training was initiated independently in a few locations, but in 1951 the General Conference purposefully began promoting the MCC program throughout the world through the newly established International Commission for Medical Cadet Service. Everett Dick was invited to Canada in 1951 to assist with creating a training program for officers. In 1953, 1955, and 1957 he traveled to the Far East to establish and supervise corps. He also visited the Caribbean and Lebanon. In each country where the MCC was adopted, relationships were established with the local military and the curriculum adapted to the standards of that country. The MCC was most popular in countries ruled by military governments or under immediate threat of conflict. It was not popular in Europe and was established with reluctance in Japan.

Argentina: Training was held at River Plate Junior College (now Universidad Adventista del Plata) in Argentina during January and February 1944. Instructors included Ellis R. Maas, Dr. Carlos E. Westphal, Dr. Marcelo Hammerly, Oreste Biaggi, and Justo J. Vallejos.[17]

Brazil: MCC training was first attempted at South Brazil College in São Paulo, Brazil in 1943. The program was not successful until June 1953 when Domingo Peixoto, Department of Civil Rights and Duties for the Brazil Union, obtained government approval for the program. Peixoto went on to become the commanding colonel for the MCC in Brazil.[18]

Canada: The first Canadian Medical Cadet Corps training was held in Oshawa, Ontario under the leadership of Lawrence Smart in February 1951. Later that year Everett Dick was invited to participate in Camp Almansask which met from July 24 to August 7 at the Manitoba-Saskatchewan Conference camp meeting grounds in Saskatoon, Saskatchewan. It was sponsored by the Manitoba-Saskatchewan and Alberta Conferences.[19]

Chile: The MCC program at Chile College was authorized by the federal government and cadets were inspected by the Chilean army's chief surgeon.

Cuba: Red Cross classes and some MCC training may have been promoted in Cuba during World War II. The first MCC camp to be part of the denomination-wide program was held

during Christmas break in 1951 at Antillean Junior College (now Antillean Adventist University) then located in Santa Clara.

Dominican Republic: First MCC camp in the Dominican Republic was held August 1951 at Santo Domingo under the direction Valentin Schoen, Lawrence A. Wheeler, Paul W. Kemper, and Chaplain E. A. Girado.[21]

Indonesia: Although there was interest in the MCC in Indonesia, activity was limited when American missionaries expressed concern related to communism.[22]

Japan: Everett Dick visited MCC units in Japan in 1953, 1955, and 1957.[23]

Mexico: Charles R. Taylor of Mexico City attended Camp Carlyle B. Haynes in 1950 and was commissioned second lieutenant.[24]

Philippines: During World War II, American missionaries inquired about MCC training. In the 1950s enthusiasm was unprecedented. The Philippines boasted more participation than any other nation. C. M. Sorenson directed the Philippine MCC program in the 1950s. Dick visited in 1953.[25] When Dick sought memoirs and information about MCC history in 1983 in preparation for the MCC's 50th anniversary, he was surprised to learn the program was still active in the

Philippines.

Taiwan: Everett Dick visited MCC units in Japan in 1953, 1955, and 1957. In 1953 American military officers also visited the Taiwanese MCC camp.[26]

Singapore: Dr. James H. Nelson and James Wong led the MCC in Singapore after the government implemented national registration.[27]

Vietnam: In 1953, after Indochina began compulsory conscription, William H. Bergherm and Willis J. Hackett visited Saigon in order to implement a MCC training program.[28]

The Adventist Medical Cadet Corps in Puerto Rico is administered by the Youth Department. Cadets may be male or female and at least 16 years of age. They are trained and equipped to serve God and the community in order to provide aid during natural disasters or accidents. It effectively organizes personnel and materials to provide spiritual and logistical aid. The program's motto is "Serve, Serve, Serve". The organization promotes spiritual growth for its members. In collaboration with the American Red Cross, medical training includes Cardiopulmonary resuscitation (CPR), advanced rescue, and preventive health and care among others. A regimen of physical training promotes mental and physical discipline in the cadets.



**SEVENTH-DAY ADVENTIST  
MEDICAL CADET CORPS**

**NORTHEASTERN  
CONFERENCE BRIGADE**

# **PRACTICAL APPLICATIONS**

**Basic Training Module 2**

## **Medical Cadet Corps Ceremonies, Customs, Courtesies and Drill**

New Members of the Medical Cadet Corps are expected to learn and master the customs, protocols and Ceremonies of the uniform Services. Ceremony, form and protocol are a vital part of the discipline, life and tradition of uniform services. To present the ministry at its best, it is incumbent for it to develop a regimen of ceremonies to promote an *Espirit de Corps* and bearing. **Espirit de Corps**, a French phrase meaning the feeling of pride, fellowship, and common loyalty shared by the members of a particular group. **Espirit de corps** is the capacity of a group's members to maintain belief in an institution or goal, particularly in the face of opposition or hardship.

Ceremony (ceremonial) is defined as being the formal activities conducted on some solemn or important public occasion. It can be religious, civil or organizational in nature but has meaning because of its strict adherences. This context of the definition of ceremony is therefore applicable to the ***Seventh-day Adventist Medical Cadet Corps***

There are several important ceremonies administered by the Seventh-day Adventist Medical Cadet Corps. MCC ceremonies include:

- Opening and Closing exercises
- Induction
- Promotion
- Merit and Awards
- Inspection
- Retirement
- Bereavement Honors

Ceremonies are conducted when the Corps of a unit thereof is assembled into formation. Meetings of the local team to a general assembly of the entire brigade. All **MCC Ceremonies except bereavement honors begin and end the same**. It is what is being done that differs.

Introductory Remark

Entry of Official Party

Presentation of the Colors

National Pledge

MCC Creed

Invocation

Welcoming Remarks

Special Music

Keynote Address

Reading of the Official Orders (business at hand)

- Induction of New Members and Teams
- Presentation of Merits/Awards
- Promotion

Remarks (Director-General, or ranking Officer in charge)

MCC Hymn and Benediction

## **MCC INDUCTION SERVICE SCRIPT**

“Today brother and sister recruits, you join a cadre of service minded individuals who are willing to serve God, Country and Community in a significant way. You have rolled in a ministry that is designed to meet the spiritual and temporal urgencies of the individual. You have therefore enrolled in a uniformed service ministry that requires a dedication that far exceeds those of other church organizations. You have dedicated and committed yourself to a uniformed ministry called the Seventh day Adventist Medical Cadet Corps. To that end, therefore I would like you to publicly declare that solemn commitment. Please answer yes to the following:

1. Understanding the core values and basic philosophies of the Seventh- day Adventist Medical Cadet Corps do you publicly affirm that you have willingly committed them.
2. Do you here and now, affirm that you will submit to the code of uniform discipline as demanded by the Seventh-day Adventist Medical Cadet Corps.
3. Are you persuaded that you will make a difference in your Church and community by living out the MCC creed and the motto, Serve-Serve-Serve.

May God who has begun this good work in you bring it to a fateful conclusion.

Now in accordance with the mandates of the MCC Directorate of the General Conference and by the authority of the Brigade Director-General, I hereby declare you to be fully inducted into the Seventh-day Adventist Medical Cadet Corps. “

## **BEREAVEMENT HONORS**

Death is an unwelcomed visitor that is certain to make an appearance in every home and every church sooner or later. The members of this ministry are not immune to the effects of death. In those instances where those who have a connection with the Medical Cadet Corps, Pathfinder, Adventurer, or Master Guide Ministry as a youth or as an adult, there are certain honors that may be requested for the funeral/memorial services.

The hallmarks of a funeral of this nature are those of tradition, honor, and dignity. Uniformed members of the ministry will be called upon to honor the decedent with dignity. The family may request standard honors for their loved one or if appreciate full honors. Bereavement honors take place in one or a combination of forms.

### **I. Standard honors include the following:**

1. A uniformed chaplain is there for family members during all services.
2. An honor guard stands ceremonial guard over the casket during the wake/viewing. This ceremonial guard consists of Medical Cadets, Master Guides, Pathfinder/Adventurer Staff or pathfinders/adventurers in full dress class “A” uniform (without sash). They will stand no less than two at a time at the head and foot of the casket.

3. Whenever the casket is moved, uniformed members render a passing salute. A salute is also rendered when the casket is draped.
4. Ceremonially drape the casket with the appropriate flag, (National, Seventh-day Adventist, Medical Cadet Corps, Master Guide, Adventist Youth Society, Pathfinder or Adventurer) before the start of the funeral service. This is followed by the presentation of the flag or flags to the family before the final viewing. Note there make be occasion where there is more than one for the service. These flags are to be pre-folded and displayed with honor in special holding cases and present after the main flag has been presented.
5. During the presentation of the flag to the family, all uniformed members of the ministry form into ranks, to render a salute to the family.

II. **Full honors include to the following:**

1. A uniformed chaplain is there for family members during all services.
2. An honor guard stands ceremonial guard over the casket during the wake/viewing. This ceremonial guard consists of Medical Cadets, Master Guides, Pathfinder/Adventurer Staff or pathfinders/adventurers in full dress class "A" uniform (without sash). They will stand no less than two at a time at the head and foot of the casket.
3. Whenever the casket is moved, uniformed members render a passing salute. A salute is also rendered when the casket is draped.
4. A special uniformed escort designed honorary pallbearers will great the hearse and accompany the casket into the church, from the church back to the hearse and then to the graveside.
5. Ceremonially drape the casket with the appropriate flag, (National, Seventh-day Adventist, Master Guide, Adventist Youth Society, Pathfinder or Adventurer) before the start of the funeral service. This is followed by the presentation of the flag or flags to the family before the final viewing. Note there make be occasion where there is more than one for the service. These flags are to be pre-folded and displayed with honor in special holding cases and present after the main flag has been presented.
6. During the presentation of the flag to the family, all uniformed members of the ministry form into ranks, to render a salute to the family.
7. A drum corps salute may be played outside the church as the casket is taken to the hearse after the funeral. Unless the family requests a full display, the drum corps will play a simple dirge.
8. A Color Guard with full flag array will stand at the door of the church to casket arrives and departs.
9. At the gravesite, Honorary Pallbearers, the Color Guards, and an Honor Guard are to be present at the internment to render honors.

III. **Standing a post at the casket**

The venue for a funeral or viewing will determine the conduct of formation. The officer in charge will ascertain the more honorable method for stationing and receiving the casket honor guard with dignity. The basic principles for this maneuver are:

1. Uniformed personnel serving in this capacity must be in full dress class "A" uniformed minus the honors sash.



2. Those members of the honor guard taking first post are to slowly approach the casket and salute the decedent.
3. Relief guards are to approach the casket from a center aisle if possible and stand directly in front of the guard they are going to relieve at a distance to two paces.
4. A simultaneous salute is rendered in silence.
5. After the salute, the guards being relieved step one pace to the side opposite the casket. The two relieved guards walk in synchronized cadence down the side aisle.
6. No one should stand a post for more than 10 minutes.

#### IV. **Officer in Charge**

The Officer in Charge of the honors detail should be selected with care. This person must have a complete understanding to the rudiments of ceremony, drill and drum corps. While a local director may serve as liaison to the field, the family, the local church and pastor the officer in charge must be given full control of ceremonial matter regardless of rank or position.

#### **The traditional method of folding the flag is as follows:**

**(A)** Straighten out the flag to full length and fold lengthwise once.



**(B)** Fold it lengthwise a second time to meet the open edge, making sure that the union of stars on the blue field remains outward in full view. (A large flag may have to be folded lengthwise a third time.)



**(C)** A triangular fold is then started by bringing the striped corner of the folded edge to the open edge.



**(D)** The outer point is then turned inward, parallel with the open edge, to form a second triangle.



**(E)** The diagonal or triangular folding is continued toward the blue union until the end is reached, with only the blue showing and the form being that of a cocked (three-corner) hat.



## Uniformed Courtesies

**D**iscipline demands demonstrative action when interacting within the Corps. This demonstrative action is – Respect, Deference and the proper execution of UNIFORMED COURTESIES. Uniformed courtesy is defined as the respect that one member of the corps demonstrates to another. Courtesy within the Uniformed Service shows respect and reflects self-discipline. Consistent and proper military courtesy is an indicator of unit's discipline, as well. Members of the service demonstrate courtesy in the way we address officers or NCOs of superior rank and even one another. Some other simple but visible signs of respect and self-discipline are as follows:

- ◆ In the Uniformed Services, the place of honor is on the right. Accordingly, junior officers and members of the Corps walk, ride and sit to the senior officer's left and permit said officer to enter or leave a room first. Walk on the left of an NCO of superior rank.
- ◆ When in uniform, senior officers are saluted by junior officers and Members upon the first meeting of the day or when reporting for duty, etc.
- ◆ MCC's in uniform should render a hand salute at the first note of the anthem and maintain that position until the last note or when indoors stand at full attention facing the colors; all other person's present should face the flag and stand at attention with their right hand over the heart, and men not in uniform, if applicable, should remove their headdress with their right hand and hold it at the left shoulder, the hand being over the heart;
- ◆ When a senior officer enters a room, hall, or assembly members of the Corps should come to immediate attention, with the ranking officer reporting to and saluting the senior officer in greeting.
- ◆ MCC officers and members, regardless of grade, are always careful to conduct themselves with Christian deportment, dignity, decorum and integrity.
- ◆ When talking to an officer of superior rank, stand at attention until ordered otherwise.
- ◆ When you are dismissed, or when the officer departs, come to attention and salute if covered.
- ◆ When speaking to or being addressed a noncommissioned officer of superior rank, stand at parade rest until ordered otherwise.
- ◆ When an officer of superior rank enters a room that is not occupied by an officer superior to them, the first member of the service to recognize the officer calls personnel in the room to attention but does not salute. A salute indoors is rendered only when reporting. When an NCO of superior rank enters the room, the first soldier to recognize the NCO calls the room to "At ease."
- ◆ When outdoors and approached by an NCO, you greet the NCO by saying, "Good morning, Sergeant," for example.
- ◆ The first person who sees an officer enter a dining facility gives the order "At ease," unless a more senior officer is already present. Many units extend this courtesy to senior NCOs, also. When you hear the command "At ease" in a dining facility, remain seated, silent and continue eating unless directed otherwise.

- ◆ When you report to an officer of superior rank, approach the officer to whom you are reporting and stop about two steps from him, assuming the position of attention. Give the proper salute and say, for example, "Sir, Private Smith reports." If you are indoors, use the same procedures as above, except remove your headgear before reporting.
- ◆ A member of the service addressing a higher-ranking officer uses the word sir or ma'am. In the service, the matter of who says sir or ma'am to whom is clearly defined. In the case of NCOs and enlisted ranks, we address them by their rank because they've earned that rank.
- ◆ Simple courtesy is an important indicator of a person's bearing, discipline, and manners. These factors reiterate pride in the unit and demonstrate the discipline and professionalism of a member of the service.

Notes:

- a. The phrase "in uniform" refers to both military as well as civil service uniforms like police, fire fighters, and letter carriers - non-veteran civil servants who might normally render a salute while in uniform.
- b. A salute is a gesture or other action used to display respect. In the Seventh-day Adventist Medical Cadets Corps salutes are given both covered and uncovered, but saluting indoors is forbidden except when formally reporting to a superior officer or during an indoor ceremony. Saluting therefore, is a sign of deference and discipline that should not be lost in the Corps.
- c. *A sloppy or indifferent salute reflects poor discipline and is discourteous.*

### **Correct use of MCC rank titles**

As a uniformed service, the medical cadet corps have ranks from private to general of the cool. Knowing how to use these titles respectfully and properly is the central to uniformed courtesy and discipline. A person who has attained an MCC rank retains that title permanently even into retirement using it at the proper time. MCC rank titles are only used during formations assemblies and operations. Use of the title between members of the Corps is a sign of comradeship and mutual respect.

When speaking to or being addressed by a noncommissioned officer of superior rank, stand at parade rest until ordered otherwise. When an officer enters a room, the first enlisted person to recognize the officer calls personnel in the room to attention but does not salute.

### **Flag Courtesy**

The rules for handling and displaying the U.S. Flag are defined by a law known as the U.S. Flag Code. The following is excerpted from United States Code Title 4 Chapter 1 as the federal regulations relating to U.S. Flag Courtesy.

#### **§6. Time and occasions for display**

- a. It is the universal custom to display the flag only from sunrise to sunset on buildings and on stationary flagstaffs in the open. However, when a patriotic effect is desired,

the flag may be displayed twenty-four hours a day if properly illuminated during the hours of darkness.

- b. The flag should be hoisted briskly and lowered ceremoniously.
- c. The flag should not be displayed on days when the weather is inclement, except when an all-weather flag is displayed.
- d. The flag should be displayed on all days, especially on
  - o New Year's Day, January 1
  - o Inauguration Day, January 20
  - o Martin Luther King Jr.'s birthday, third Monday in January
  - o Lincoln's Birthday, February 12
  - o Washington's Birthday, third Monday in February
  - o Easter Sunday (variable)
  - o Mother's Day, second Sunday in May
  - o Armed Forces Day, third Saturday in May
  - o Memorial Day (half-staff until noon), the last Monday in May
  - o Flag Day, June 14
  - o Father's Day, third Sunday in June
  - o Independence Day, July 4
  - o Labor Day, first Monday in September
  - o Constitution Day, September 17
  - o Columbus Day, second Monday in October
  - o Navy Day, October 27
  - o Veterans Day, November 11
  - o Thanksgiving Day, fourth Thursday in November
  - o Christmas Day, December 25
  - o and such other days as may be proclaimed by the President of the United States
  - o the birthdays of States (date of admission)
  - o and on State holidays.
- e. The flag should be displayed daily on or near the main administration building of every public institution.
- f. The flag should be displayed in or near every polling place on election days.
- g. The flag should be displayed during school days in or near every schoolhouse.

#### §7. Position and manner of display

The flag, when carried in a procession with another flag or flags, should be either on the marching right; that is, the flag's own right, or, if there is a line of other flags, in front of the center of that line.

- a. The flag should not be displayed on a float in a parade except from a staff, or as provided in subsection (i) of this section.
- b. The flag should not be draped over the hood, top, sides, or back of a vehicle or of a railroad train or a boat. When the flag is displayed on a motorcar, the staff shall be fixed firmly to the chassis or clamped to the right fender.
- c. No other flag or pennant should be placed above or, if on the same level, to the right of the flag of the United States of America, except during church services conducted by naval chaplains at sea, when the church pennant may be flown above the flag during church services for the personnel of the Navy. No person shall display the flag of the United Nations or any other national or international flag equal, above, or in a position of superior prominence or honor to, or in place of, the flag of the United States at any place within the United States or any Territory or possession thereof: Provided, That nothing in this section shall make unlawful the continuance of the practice heretofore followed of displaying the flag of the United Nations in a position of superior prominence or honor, and other national flags in positions of equal prominence or honor, with that of the flag of the United States at the headquarters of the United Nations.
- d. The flag of the United States of America, when it is displayed with another flag against a wall from crossed staffs, should be on the right, the flag's own right, and its staff should be in front of the staff of the other flag.
- e. The flag of the United States of America should be at the center and at the highest point of the group when a number of flags of States or localities or pennants of societies are grouped and displayed from staffs.
- f. When flags of States, cities, or localities, or pennants of societies are flown on the same halyard with the flag of the United States, the latter should always be at the peak. When the flags are flown from adjacent staffs, the flag of the United States should be hoisted first and lowered last. No such flag or pennant may be placed above the flag of the United States or to the United States flag's right.
- g. When flags of two or more nations are displayed, they are to be flown from separate staffs of the same height. The flags should be of approximately equal size. International usage forbids the display of the flag of one nation above that of another nation in time of peace.
- h. When the flag of the United States is displayed from a staff projecting horizontally or at an angle from the window sill, balcony, or front of a building, the union of the flag should be placed at the peak of the staff unless the flag is at half-staff. When the flag is suspended over a sidewalk from a rope extending from a house to a pole at the edge of the sidewalk, the flag should be hoisted out, union first, from the building.
- i. When displayed either horizontally or vertically against a wall, the union should be uppermost and to the flag's own right, that is, to the observer's left. When displayed in

a window, the flag should be displayed in the same way, with the union or blue field to the left of the observer in the street.

- j. When the flag is displayed over the middle of the street, it should be suspended vertically with the union to the north in an east and west street or to the east in a north and south street.
- k. When used on a speaker's platform, the flag, if displayed flat, should be displayed above and behind the speaker. When displayed from a staff in a church or public auditorium, the flag of the United States of America should hold the position of superior prominence, in advance of the audience, and in the position of honor at the clergyman's or speaker's right as he faces the audience. Any other flag so displayed should be placed on the left of the clergyman or speaker or to the right of the audience.
- l. The flag should form a distinctive feature of the ceremony of unveiling a statue or monument, but it should never be used as the covering for the statue or monument.
- m. The flag, when flown at half-staff, should be first hoisted to the peak for an instant and then lowered to the half-staff position. The flag should be again raised to the peak before it is lowered for the day. On Memorial Day, the flag should be displayed at half-staff until noon only, then raised to the top of the staff. By order of the President, the flag shall be flown at half-staff upon the death of principal figures of the United States Government and the Governor of a State, territory, or possession, as a mark of respect to their memory. In the event of the death of other officials or foreign dignitaries, the flag is to be displayed at half-staff according to Presidential instructions or orders, or in accordance with recognized customs or practices not inconsistent with law. In the event of the death of a present or former official of the government of any State, territory, or possession of the United States, or the death of a member of the Armed Forces from any State, territory, or possession who dies while serving on active duty, the Governor of that State, territory, or possession may proclaim that the National flag shall be flown at half-staff, and the same authority is provided to the Mayor of the District of Columbia with respect to present or former officials of the District of Columbia and members of the Armed Forces from the District of Columbia. The flag shall be flown at half-staff 30 days from the death of the President or a former President; 10 days from the day of death of the Vice President, the Chief Justice or a retired Chief Justice of the United States, or the Speaker of the House of Representatives; from the day of death until interment of an Associate Justice of the Supreme Court, a Secretary of an executive or military department, a former Vice President, or the Governor of a State, territory, or possession; and on the day of death and the following day for a Member of Congress. The flag shall be flown at half-staff on Peace Officers Memorial Day, unless that day is also Armed Forces Day.

As used in this subsection —

1. the term "half-staff" means the position of the flag when it is one-half the distance between the top and bottom of the staff;
  2. the term "executive or military department" means any agency listed under sections 101 and 102 of title 5, United States Code; and
  3. the term "Member of Congress" means a Senator, a Representative, a Delegate, or the Resident Commissioner from Puerto Rico.
- n. When the flag is used to cover a casket, it should be so placed that the union is at the head and over the left shoulder. The flag should not be lowered into the grave or allowed to touch the ground.
- o. When the flag is suspended across a corridor or lobby in a building with only one main entrance, it should be suspended vertically with the union of the flag to the observer's left upon entering. If the building has more than one main entrance, the flag should be suspended vertically near the center of the corridor or lobby with the union to the north, when entrances are to the east and west or to the east when entrances are to the north and south. If there are entrances in more than two directions, the union should be to the east.

#### §8. Respect for flag

No disrespect should be shown to the flag of the United States of America; the flag should not be dipped to any person or thing. Regimental colors, State flags, and organization or institutional flags are to be dipped as a mark of honor.

- a. The flag should never be displayed with the union down, except as a signal of dire distress in instances of extreme danger to life or property.
- b. The flag should never touch anything beneath it, such as the ground, the floor, water, or merchandise.
- c. The flag should never be carried flat or horizontally, but always aloft and free.
- d. The flag should never be used as wearing apparel, bedding, or drapery. It should never be festooned, drawn back, nor up, in folds, but always allowed to fall free. Bunting of blue, white, and red, always arranged with the blue above, the white in the middle, and the red below, should be used for covering a speaker's desk, draping the front of the platform, and for decoration in general.
- e. The flag should never be fastened, displayed, used, or stored in such a manner as to permit it to be easily torn, soiled, or damaged in any way.
- f. The flag should never be used as a covering for a ceiling.
- g. The flag should never have placed upon it, nor on any part of it, nor attached to it any mark, insignia, letter, word, figure, design, picture, or drawing of any nature.

- h. The flag should never be used as a receptacle for receiving, holding, carrying, or delivering anything.
- i. The flag should never be used for advertising purposes in any manner whatsoever. It should not be embroidered on such articles as cushions or handkerchiefs and the like, printed or otherwise impressed on paper napkins or boxes or anything that is designed for temporary use and discard. Advertising signs should not be fastened to a staff or halyard from which the flag is flown.
- j. No part of the flag should ever be used as a costume or athletic uniform. However, a flag patch may be affixed to the uniform of military personnel, firemen, policemen, and members of patriotic organizations. The flag represents a living country and is itself considered a living thing. Therefore, the lapel flag pin being a replica, should be worn on the left lapel near the heart.
- k. The flag, when it is in such condition that it is no longer a fitting emblem for display, should be destroyed in a dignified way, preferably by burning

#### §9. Conduct during hoisting, lowering or passing of flag

During the ceremony of hoisting or lowering the flag or when the flag is passing in a parade or in review, all persons present in uniform should render the military salute. Members of the Armed Forces and veterans who are present but not in uniform may render the military salute. All other person's present should face the flag and stand at attention with their right hand over the heart, or if applicable, remove their headdress with their right hand and hold it at the left shoulder, the hand being over the heart. Citizens of other countries present should stand at attention. All such conduct toward the flag in a moving column should be rendered at the moment the flag passes.

#### §10. Modification of rules and customs by President

Any rule or custom pertaining to the display of the flag of the United States of America, set forth herein, may be altered, modified, or repealed, or additional rules with respect thereto may be prescribed, by the Commander in Chief of the Armed Forces of the United States, whenever he deems it to be appropriate or desirable; and any such alteration or additional rule shall be set forth in a proclamation.



## FLAG ETIQUETTE

**The fundamental rule of flag etiquette is: treat all flags with respect and common sense.**

The Stars and Stripes takes precedence over all other flags when flown within the United States. It should not be flown lower than another flag nor should it be smaller than another flag flown with it. Other flags may, however, be flown at the same height and in the same size. Other national flags should not be smaller nor flown lower than the Stars and Stripes when displayed together. If it is not possible to display two or more national flags at the same height, it is not proper to display them together at all.



The point of honor is on the extreme left from the standpoint of the observer ("the flag's right"). The order from left to right of flags flown together is: the Stars and Stripes, other national flags in alphabetical order, state flags, county and city flags, organizational flags, personal flags.



It is not illegal or improper to fly any flag (state, ethnic group, organization etc.) alone but it is always preferable to display the Stars and Stripes at the same time.



If one flag is at half-staff in mourning, other flags flown with it should be at half-staff. First raise the flags to their peaks, then lower to half-staff. The Stars and Stripes is raised first and lowered last.



It is proper to fly the Stars and Stripes at night, but only if it is spotlighted.



In a public gathering (lecture hall, church, etc.) The Stars and Stripes should be to the right of the speakers or on the wall behind them.



The Stars and Stripes should be in the center of a group of flags only when the center pole is taller than the others or when a fan-like arrangement makes the center pole higher than others.



**Displaying flag with canton on the left** (canton is the blue field with the 50 stars). The canton of the flag should always be to the observers left.

Over a Street - when the U.S. flag is displayed other than from a staff, it should be displayed flat or suspended so its folds fall free. When displayed over a street, place the union so it faces north or east, depending on the direction of the street.









On a wall - when displayed either horizontally or vertically against a wall, the union should be uppermost and to the flag's own right, that is to the observer's left. In a window, the union should be to the flag's right when viewed from outside.



**Display flag with canton on the right** (canton is the blue field with the 50 stars). Display canton facing right when displayed on a casket, when displayed as a decal on the right side of a vehicle (bus, truck, plane, etc.) When worn as a patch on the right arm (but use on left arm is preferable).



A salute (hand over heart for those not in uniform) should be rendered when the flag is raised, lowered, or carried by on parade; when the Pledge of Allegiance is played (unless the flag is not present).

	<p>When carried in procession with other flags the U.S. flag should be either on the marching right (the flag's right) or to the front and center of the flag line. When displayed on a float in a parade, the flag should be hung from a staff or suspended so it falls free. It should not be draped over a vehicle.</p>
	<p>When displayed with another flag against a wall from crossed staffs, the U.S. flag should be on its own right (left to a person facing the wall) and its staff should be in front of the other flag's staff.</p>
	<p>In a group of flags displayed from staffs, the U.S. flag should be at the center and the highest point.</p>
	<p>When the U.S. flag is displayed other than from a staff, it should be displayed flat, or suspended so that its folds fall free. When displayed over a street, place the union so it faces north or east, depending upon the direction of the street.</p>
	<p>When the U.S. flag is displayed from as projecting from a building, the union of the flag should be placed at the peak of the unless the flag is at half-staff. When suspended from a rope extending from the building on a pole, the flag should be hoisted out, union first from the building.</p>
	<p>When flags of states, cities or organizations are flown on the same staff, the U.S. flag must be at the top (except during church services conducted at sea by Navy chaplains)</p>

## SALUTING PROTOCOL

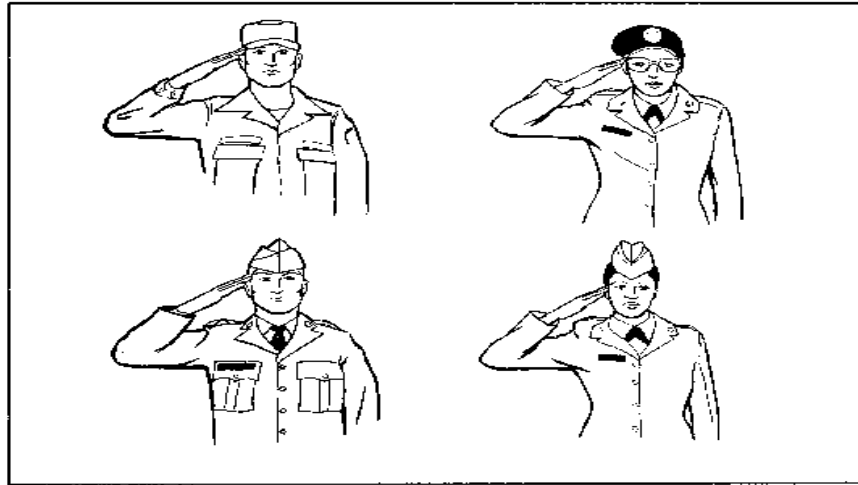


Figure 3-5. Hand Salute

The origin of the hand salute is uncertain. Some historians believe it began in late Roman times when assassinations were common. A citizen who wanted to see a public official had to approach with his right hand raised to show that he did not hold a weapon. Knights in armor raised visors with the right hand when meeting a comrade. This practice gradually became a way of showing respect and, in early American history, sometimes involved removing the hat. By 1820, the motion was modified to touching the hat, and since then it has become the hand salute used today. When to Salute

Members of the Uniformed Service in uniform are required to *salute* when they meet and recognize persons entitled (by grade) to a *salute* except when it is inappropriate or impractical (as in public conveyances such as planes and buses, in public places such as inside theaters, or when driving a vehicle).

a. A *salute* is also rendered:

- 1) When the United States National Anthem, "To the Color," "Hail to the Chief," or foreign national anthems are played.
- 2) To uncased National Color outdoors.
- 3) On ceremonial occasions as prescribed by the commander
- 4) At reveille and retreat ceremonies, during the raising or lowering of the flag.
- 5) During the sounding of honors.
- 6) When pledging allegiance to the US flag outdoors.
- 7) When turning over control of formations.
- 8) When rendering reports.

b. *Salutes* are not required when:

- 1) Indoors, except when reporting to an officer or when on duty as a guard.
- 2) Persons under discipline
- 3) *Saluting* is obviously inappropriate. (Example: A person carrying articles with both hands or being otherwise so occupied as to make *saluting* impracticable, is

not required to *salute* a senior person or return the *salute* to a subordinate.) In any case not covered by specific instructions, the *salute* is rendered.

- 4) Either the senior or the subordinate is wearing civilian clothes. Reporting Indoors When reporting to an officer in his office, the cadet removes his headgear, knocks, and enters when told to do so. He approaches within two steps of the officer's desk, *halts*, *salutes*, and reports, "**Sir (Ma'am), Private Jones reports.**" The *salute* is held until the report is completed and the *salute* has been returned by the officer. When the business is completed, the soldier *salutes*, holds the *salute* until it has been returned, executes the appropriate *facing movement*, and departs. When reporting indoors under arms, the procedure is the same except that the headgear is not removed, and the soldier renders the *salute* prescribed for the weapon with which he is armed.

**NOTE:** The expression under arms means carrying a weapon in your hands, by a sling or holster. This being the case Members of the Medical Cadet Corps are NEVER under arms.

### Reporting Outdoors

When reporting outdoors, the cadet moves rapidly toward the officer, *halts* approximately three steps from the officer, *salutes*, and reports (as when indoors). When the soldier is *dismissed* by the officer, *salutes* are again exchanged.

The practice of *saluting* officers in official vehicles (recognized individually by grade or identifying vehicle plates and/or flags) is considered an appropriate courtesy. *Salutes* are not required to be rendered by or to personnel who are driving or riding in privately owned vehicles except by gate guards, who render *salutes* to recognized officers in all vehicles unless their duties make the *salute* impractical.

- a. **In Formation.** Individuals in formation do not *salute* or return *salutes* except at the command **Present, ARMS**. The individual in charge *salutes* and acknowledges *salutes* for the entire formation. Commanders of organizations or detachments that are not a part of a larger formation *salute* officers of higher grade by bringing the organization or detachment to *attention* before *saluting*. When in under field conditions or simulated conditions, the organization or detachment is not brought to *attention*. An individual in formation *at ease* or *at rest* comes to *attention* when addressed by an officer.
- b. **Not in Formation.** On the approach of an officer, a group of individuals not in formation is called to *attention* by the first person noticing the officer, and all come sharply to *attention* and *salute*. Individuals participating in games, and members of work details, do not *salute*. The individual in charge of a work detail, if not actively engaged, *salutes* and acknowledges *salutes* for the entire detail. A unit *resting* alongside a road does not come to *attention* upon the approach of an officer; however, if the officer addresses an individual (or group), the individual (or group) comes to *attention* and remains at *attention* (unless otherwise ordered) until the termination of the conversation, at which time the individual (or group) *salutes* the officer.

- c. **Outdoors.** Whenever and wherever the United States National Anthem, “To the Color,” “Reveille,” or “Hail to the Chief” is played, at the first note, all dismounted personnel in uniform and not in formation *face* the flag (or the music, if the flag is not in view), stand at *attention*, and render the prescribed *salute*. The position of *salute* is held until the last note of the music is sounded. Military personnel not in uniform will stand at *attention* (remove headdress, if any, with the right hand) and place the right hand over the heart. Vehicles in motion are brought to a *halt*. Persons riding in a passenger car or on a motorcycle dismount and *salute*. Occupants of other types of vehicles and buses remain in the vehicle; the individual in charge of each vehicle dismounts and renders the *hand salute*.
- d. **Indoors.** When the National Anthem is played indoors, officers and enlisted personnel stand at *attention* and *face* the music, or the flag if one is present.

### Saluting Colors

National and organizational flags, which are mounted on flagstaffs equipped with finials are called Colors. Uniformed personnel passing an uncased National Color *salute* at six steps distance and hold the *salute* until they have passed six steps beyond it. Similarly, when the uncased Color passes by, they *salute* when it is six steps away and hold the *salute* until it has passed six steps beyond them.

**NOTE:** Small flags carried by individuals, such as those carried by civilian spectators at a parade, are not *saluted*. It is improper to *salute* with any object in the right hand.

### Uncovering

- a. Male personnel remove their headdress indoors. When outdoors, uniform headdress is never removed, or raised as a form of salutation.
- b. Female personnel will always remain covered unless in class “C” or “D” field uniforms indoors. They must wear authorized headgear when in uniform outdoors.

## Execution of the Hand Salute

The *hand salute* is a one-count movement. The command is **Present, ARMS**. When wearing headgear with a visor (with or without glasses), on the command of execution **ARMS**, raise the right hand sharply, fingers and thumb extended and joined, palm facing down, and place the tip of the right forefinger on the rim of the visor slightly to the right of the right eye. The outer edge of the hand is barely canted downward so that neither the back of the hand nor the palm is clearly visible from the front. The hand and wrist are straight, the elbow inclined slightly forward, and the upper arm horizontal

- 1) b. When wearing headgear without a visor (or uncovered) and not wearing glasses, execute the *hand salute* in the same manner as previously described in subparagraph

- a, except touch the tip of the right forefinger to the forehead near and slightly to the right of the right eyebrow.
- 2) When wearing headgear without a visor (or uncovered) and wearing glasses, execute the *hand salute* in the same manner as described in subparagraph a, except touch the tip of the right forefinger to that point on the glasses where the temple piece of the frame meets the right edge of the right brow.
  - 3) *Order arms* from the *hand salute* is a one-count movement. The command is **Order, ARMS**. On the command of execution **ARMS**, return the hand sharply to the side, resuming the position of *attention*.
  - 4) When reporting or rendering courtesy to an individual, turn the head and eyes toward the person addressed and simultaneously *salute*. In this situation, the actions are executed without command. The *salute* is initiated by the subordinate at the appropriate time and terminated upon acknowledgment.
  - 5) The *hand salute* may be executed while *marching*. When *double timing*, a cadet must come to *quick time* before *saluting*.

## Medical Cadet Corps on Parade

A **uniformed service on parade** is a formation of soldiers whose movement is restricted by close-order maneuvering known as **drilling** or **marching**. The parade is ceremonial, for uniformed personnel from time immemorial.

### Drill Formations

Many drill procedures used by the United States Army today were developed during the Revolutionary War. The purpose of the drill then was to instill discipline in American soldiers. As these soldiers mastered the art of the drill, they began to work as a team and to develop a sense of pride in themselves and in their unit. In today's uniformed services, the same objectives-teamwork, confidence, pride, alertness, attention to detail, esprit de corps, and discipline-are accomplished by drill.

A drill consists of a series of movements by which a unit or individuals are moved in an orderly, uniform manner from one formation to another or from one place to another. Units vary in size, but from basic training (BT), cadets learn to be part of and move as a squad, section, platoon, or company within the Battalion and Brigade.

### Drill and Ceremony Terminology

**Element**- This is an individual, squad, section, platoon, company, or larger unit formed as part of the next higher unit.

**Formation**- This is an arrangement of the unit's elements in a prescribed manner such as a line formation, in which the elements are side-by-side, and column formation, in which the

elements are one behind the other. In a platoon column, the members of each squad are one behind the other with the squads abreast.

**Front**– This is a space from one side to the other side of a formation and includes the right and left elements.

**Depth**– This is a space from the front to the rear of a formation, including the front and rear elements.

**Distance**– This is the space between elements that are one behind the other. The distance between individuals is an arm's length plus 6 inches, or approximately 36 inches, measured from the chest of one soldier to the back of the soldier immediately to his front.

**Interval**– This is the space between side-by-side elements.

**Rank**– This is a line that is only one element in depth.

**File**– This is a column that has a front of one element.

**Guide**– This is the person responsible for maintaining the prescribed direction and rate of march.

**Post**– This is the correct place for an officer or noncommissioned officer to stand in a prescribed formation.

**Head**– This is a column's leading element.

**Base**– This is the element around which a movement is planned or regulated.

**Cadence**– This is a uniform rhythm or number of steps or counts per minute.

**Quick Time**– This is a cadence of 120 counts (steps per minute).

**Double Time**– This is a cadence of 180 counts (steps per minute).

## Drill commands

**Drill commands** are generally used with a group that is marching, most often in uniformed foot drill or marching band. All branches of the Services use drill commands

## Command voice

Drill commands are best given in an excellent command voice. A command voice is characterized by DLIPS: **D**istinctness, **L**oudness, **I**nflection, **P**rojection, and **S**nap.



Due to the requirements of the command voice, the actual words of the command undergo elision to the point that those unfamiliar with the specific words may be unable to recognize them. An example of such elision is the command "Attention", which is usually uttered with the initial "a" hardly if at all audible, "ten" drawn out, and "tion" drastically shortened such that, in popular culture, the command often ends up being spelled "ten-hut".

## General principles

Most of the commands in modern drill are separated into two distinct parts: The Preparatory Command, and the Command of Execution. The preparatory command indicates to the person performing the movement that a command of execution is soon to follow – and which action to perform. The command of execution indicates the movement to be performed. An example of this is the command "**Present ARMS**", which is utilized to command a group of soldiers to render a salute. In this command, the word "**Present**" is the preparatory command, whereas the following word, "**ARMS**" is the command of execution. The movement is performed immediately upon reception of the execution command.

When issuing the command, vocal inflection is varied so that the preparatory command is given less emphasis, and the most emphasis is placed on the command of execution. There is usually a slight hesitation between each element of the command, about the duration of a finger snap. Other examples of the two-part command structure are:

- "Right Flank...MARCH"
- "Order...ARMS"

Most armies perform their drill from the base position of Attention, the Medical Cadet Corps does the same. In this position, the person performing the movement stands straight, arms down and slightly flexed, fingers curled into the palm, thumbs pointed down and placed against the seam of the trouser, and the feet positioned at a forty-five-degree angle with heels together. The most common command given by leaders to gather their elements into formations is the command "**Fall IN**", at which time the person takes their position in the formation and at the position of attention. From this position, almost any other drill command can be executed. In Commonwealth drill styles troops will generally fall in without formal commands and then be brought to Attention in order to begin the drill.

Commands are executed with a preparatory and execution command. Commands that are in lower case are the preparatory command (Commands given to tell you what you are doing). Commands that are in Upper Case are the execution commands (command that tells you to do whatever the preparatory command was).



## Basic Commands:

"ATTENTION":	On the command, left foot will come together with right to form a 45° angle on the ground, arms will lock and hands will close into tight fists, with thumbs at the base of trousers. Eyes will look straight ahead.
"(Stand) At, EASE":	You moved your left foot to the left about shoulder width apart. This command allows you to relax. Right foot may not move. You may not talk.
"REST":	You move your left foot to the left about shoulder width apart. This command allows you to relax. Right foot may not move. You may quietly talk.
"Parade, REST":	Another form of attention. But your left leg is moved out shoulder width apart, and your hands move to the small of your back.
"Dress Right, DRESS":	Used to get the proper alignment between ranks. Squad leader, head turns left 45° with left arm out. Squad members head turns Right 45° with left arm out. Soldiers, sailors, airmen, jarheads will move to the point where their right shoulder is touching the tips of the other persons left hand.
"Ready, FRONT":	Used after dress right dress. Arm goes down. Head looks forward.
"(Ready, FRONT) COVER":	Used to align members to the person in front of them.
"UNCOVER, TWO":	right hand is moved to the brim of cover on the command UNCOVER. On the command TWO, cover is removed off head.
"COVER, TWO":	On command cover, the cover is placed back on head, with right hand still on cover. On the command, TWO right hand is dropped back to ATTENTION position.
"Open Ranks, MARCH":	Command to open a step between each rank, used in inspection purposes.
"Close Ranks, MARCH":	Command to close the previously add step between each rank.
"HAND SALUTE":	Command used to bring right hand up to form a salute.
"Right (left), FACE":	A turn to the right (left).
"About, FACE":	A complete 180° turn to the right.

## Marching Commands:

"Forward, MARCH":	forward marching movement in cadence.
"(At a) double time, forward, MARCH":	Running/Jogging Commenced.
"(At a) half step, forward, MARCH":	marching forward at half steps.
"Column Right (left), MARCH":	A turn to the right(left) while marching.
"(By my) right (left) flank, MARCH":	Every member in the marching movement turns Right (left) at the safe time.
"Column Half Right (left), MARCH":	A half turn to the right (left) while marching.
"(By my) right (left) oblique, MARCH":	Every member in the marching movement makes a half turn to the right (left) at the same time.
"Ready, HALT":	Take one more step the freeze

## Drill Formations

Many drill procedures used by the United States Army today were developed during the Revolutionary War. The purpose of the drill then was to instill discipline in American soldiers. As these soldiers mastered the art of the drill, they began to work as a team and to develop a sense of pride in themselves and in their unit. In today's Army, the same objectives—teamwork, confidence, pride, alertness, attention to detail, esprit de corps, and discipline—are accomplished by drill.

A drill consists of a series of movements by which a unit or individuals are moved in an orderly, uniform manner from one formation to another or from one place to another. Units vary in size, but in basic combat training (BCT), you will ordinarily be part of a squad, section, platoon, or company.

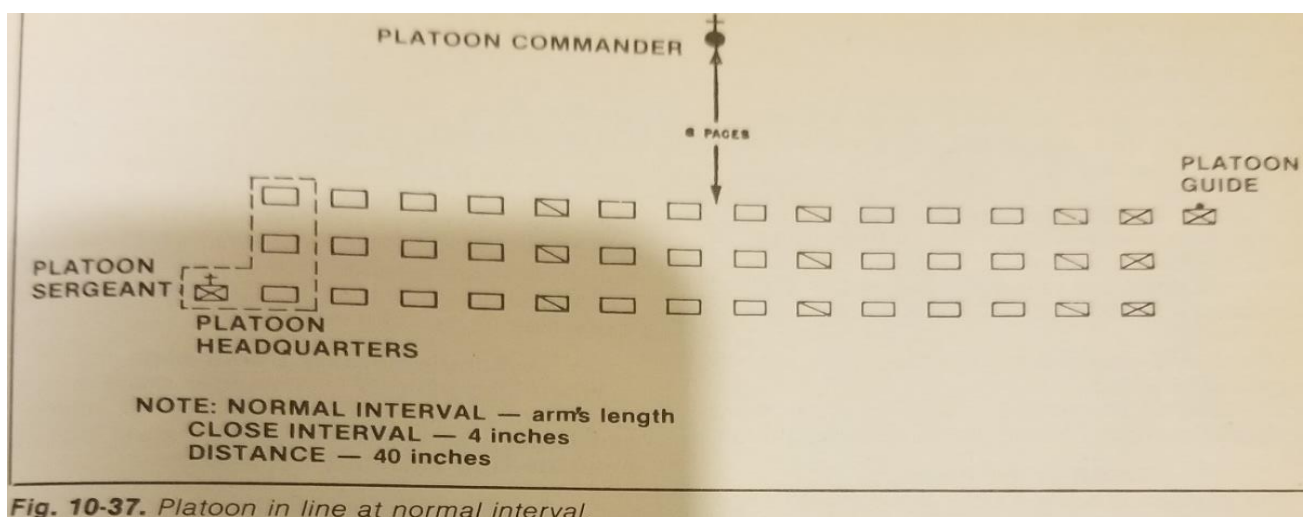
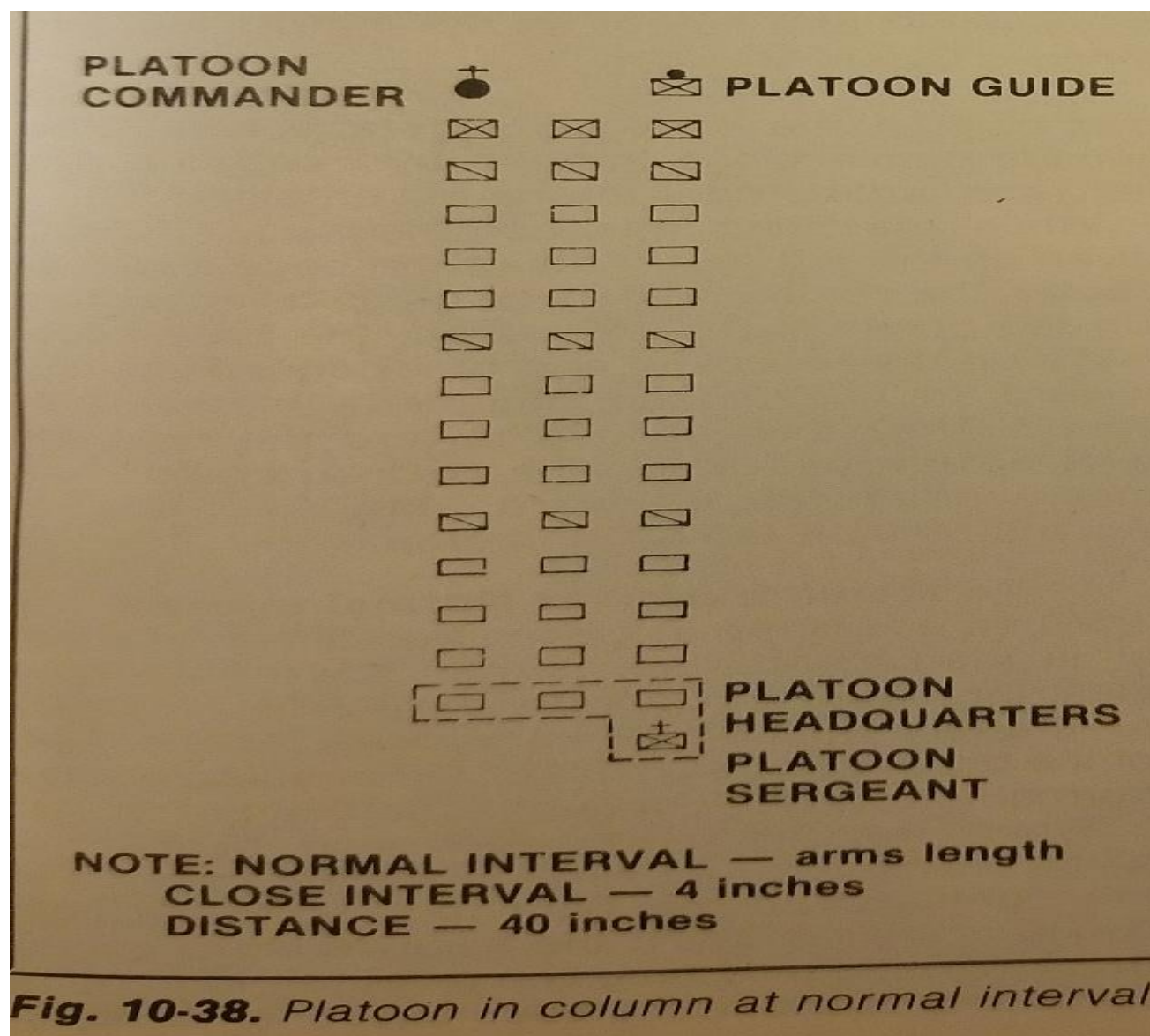
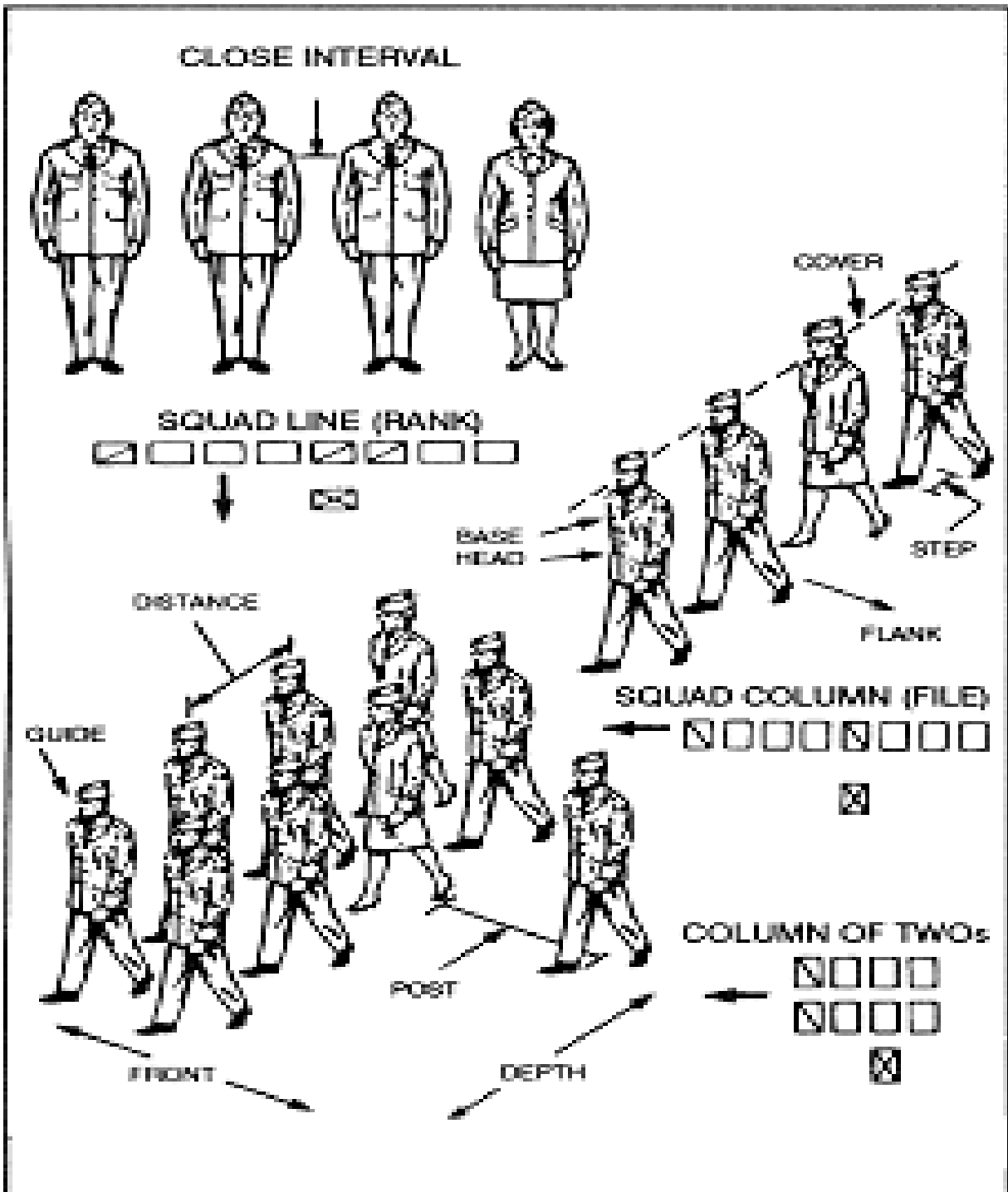
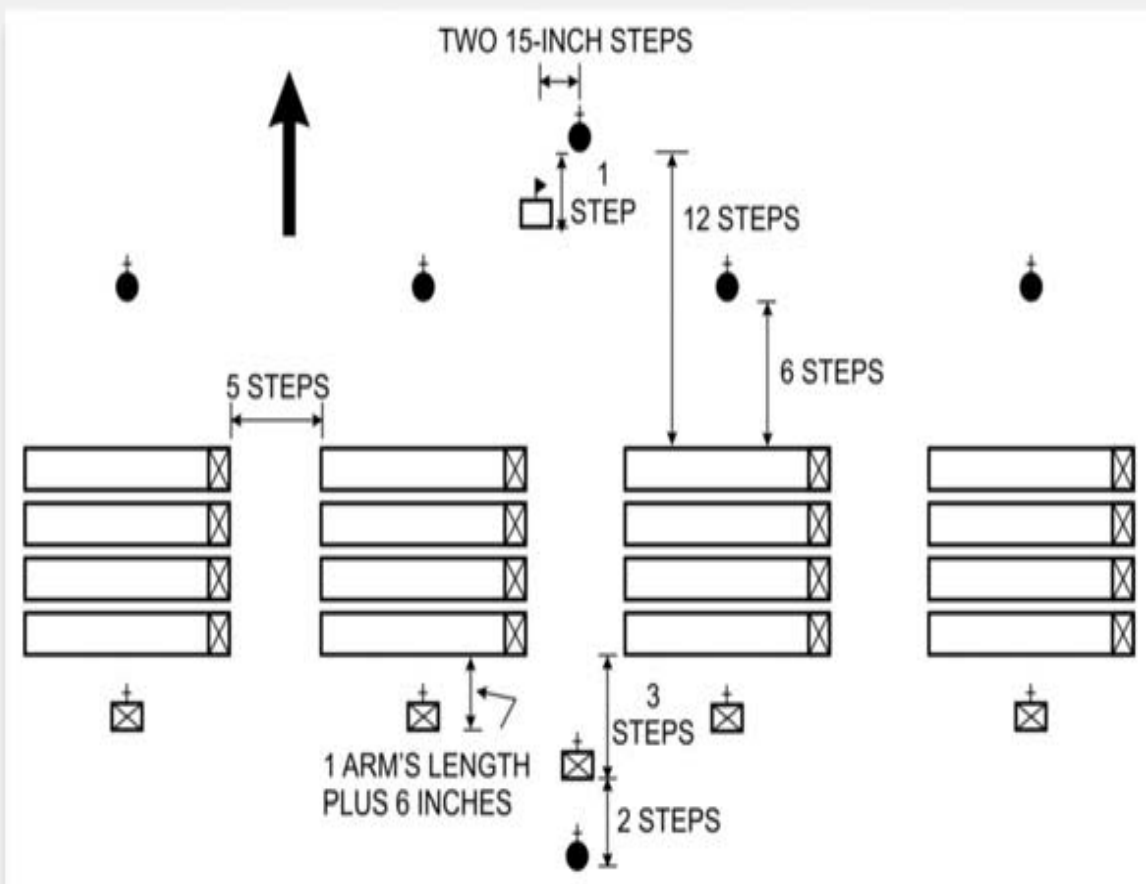


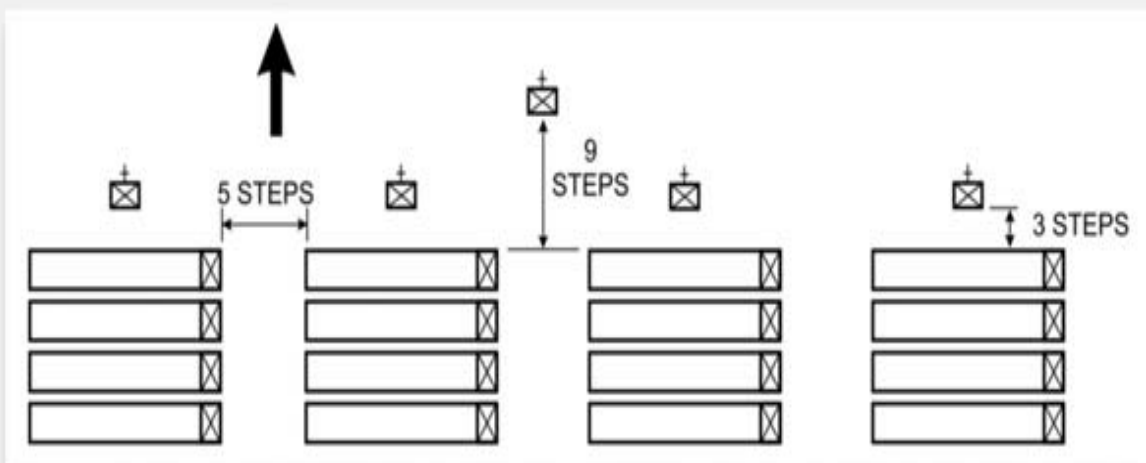
Fig. 10-37. Platoon in line at normal interval.



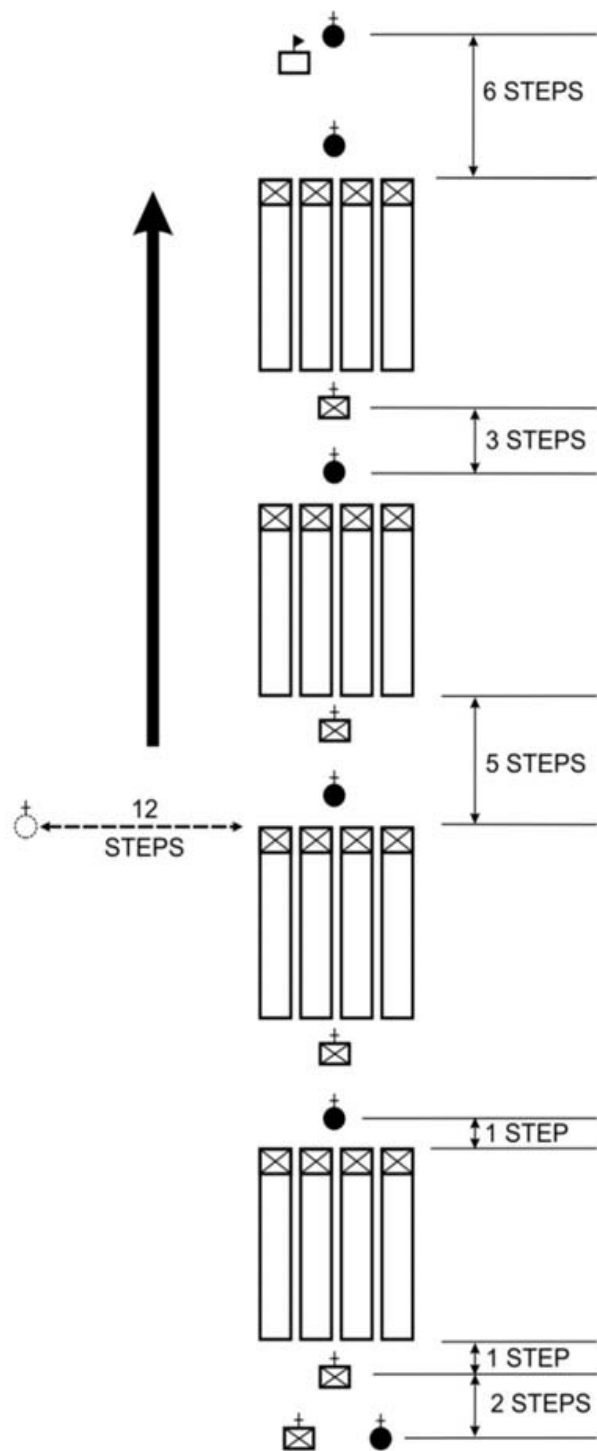




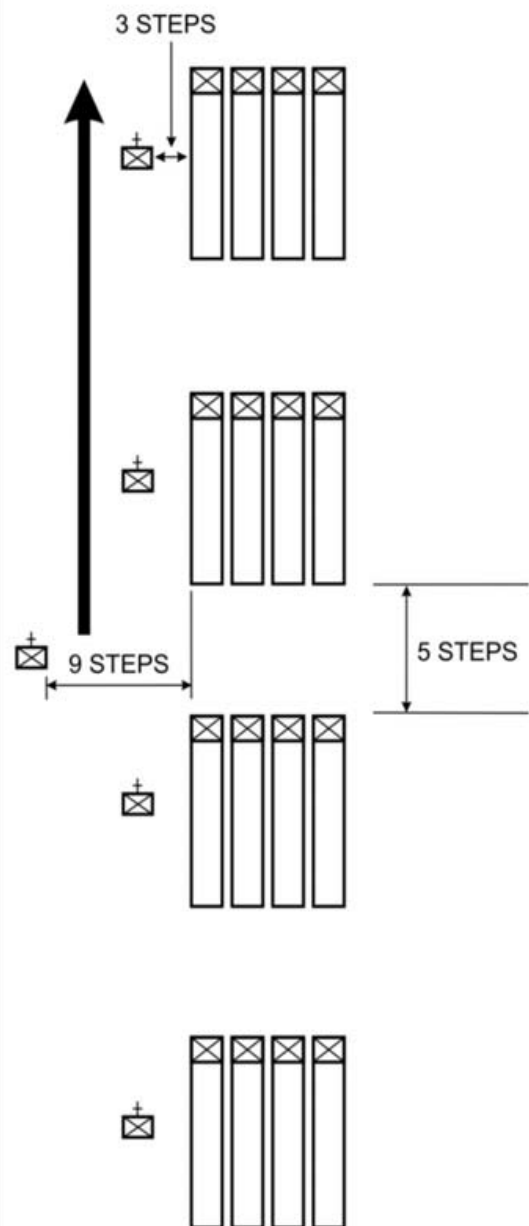
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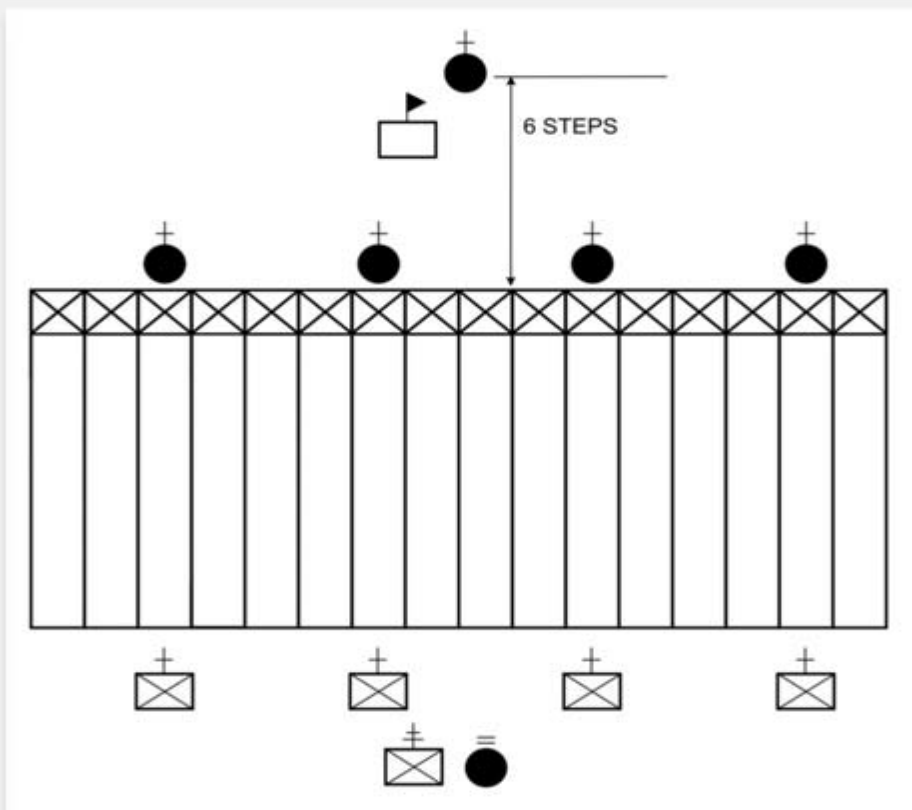
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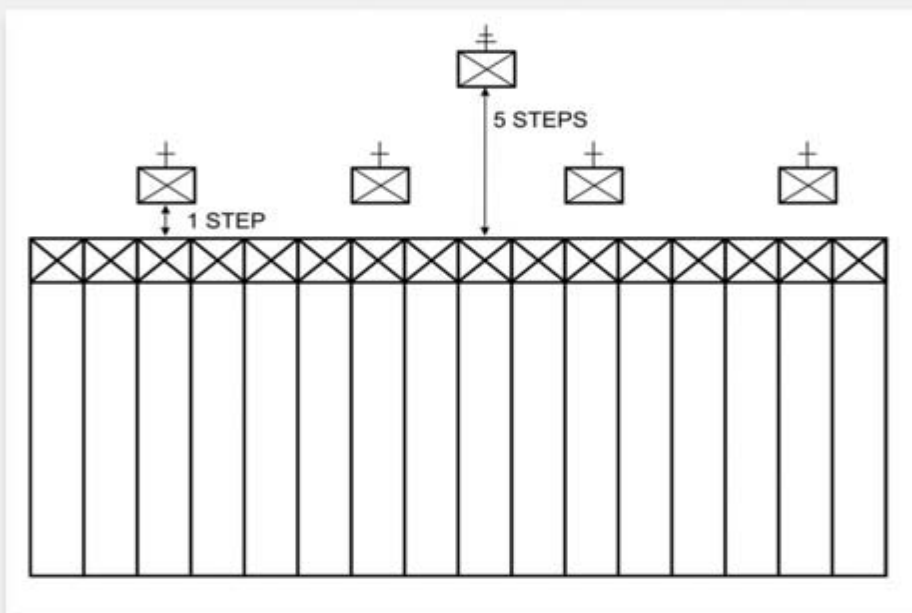
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# KNOT TYING AND MCC

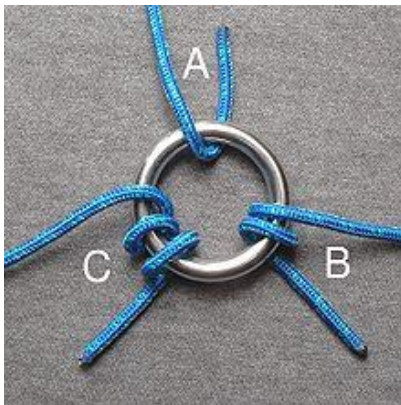
## Definition of Terms Regarding Rope

It's a good idea to begin this honor with the definitions so your Pathfinders have a working vocabulary of the various terms involved. Telling them to "make a bight" or "take the standing part" makes little sense until these terms are understood.



A bight

- a. Bight  
The term bight refers to any curved section, slack part, or loop between the two ends of a rope,
- b. Running end  
Also called the working end, it is the free end of the rope. This is the end of the rope in which a knot is being tied.
- c. Standing part  
The part of the rope between the Running end and the Standing end (the end that doesn't move, think of it as if someone is holding it)
- d. Underhand loop  
A loop formed by passing the running end of a line under the standing part.
- e. Overhand loop  
A loop formed by passing the running end of a line over the standing part.
- f. Turn



- A: Turn
- B: Round turn
- C: Two round turns



A **turn** is a component of a knot. Turns can be made around objects, through rings, or around the standing part of the rope itself. Turns come in various forms, distinguished by the number of passes that the rope makes. A turn or **single turn** requires one pass. The line makes a U-shape through or around the object, or half a revolution. A **round turn** requires two passes and makes one and a half revolutions. **Two round turns** adds another pass and revolution.

g. Bend

A bend is used to tie two ropes together, as in the Sheetbend. Technically, even the Reef knot is a bend

h. Hitch

A hitch is used to tie a rope to a spar, ring or post, such as the Clove hitch. Hitches can also be used to tie one rope ONTO another rope, as in the Rolling hitch.

i. Splice

A knot formed by interweaving strands of rope rather than whole lines. More time consuming but usually stronger than simple knots.

j. Whipping

A binding knot used to prevent another line from fray.

## The differences between laid rope and braided rope

In laid rope, three bundles of fiber or twine are twisted in the same direction, placed close to each other, and allowed to twist together. In braided rope, the fibers are woven together, often around some core material.

### Uses of Laid Rope

1. Repels water
2. Able to withstand immense strain.
3. Can be spliced with standard techniques

### . Uses of Braided Rope

1. Works well with pulleys and rigging.
2. Spinning (lariats and lassos).
3. Decorative knots.

## Types of rope

a. Manila

Manila is a type of fiber obtained from the leaves of the abacá (*Musa textilis*), a relative of the banana. It is mostly used to make ropes and it is one of the most durable of the natural fibers, besides true hemp. Manila is a coarse, brown fiber, about the same color and feel as a coconut shell.

b. Sisal

Sisal is valued for cordage use because of its strength, durability, ability to stretch, affinity for certain dyestuffs, and resistance to deterioration in saltwater. Sisal ropes and twines are widely employed for marine, agricultural (baling twine), and general industrial use. Sisal fibers are smooth, straight and yellow and can be long or short.

c. Nylon

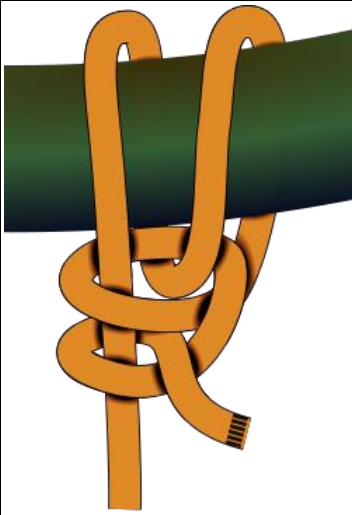
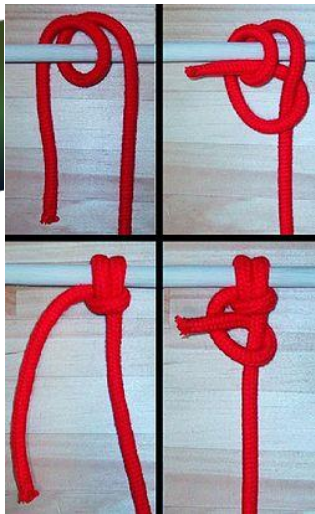
Nylon rope is often white, but any color is possible. It has a smooth, silky feeling to it, and it coils easily. Nylon rope does not float in water. It is a synthetic-fiber rope.

d. Polypropylene

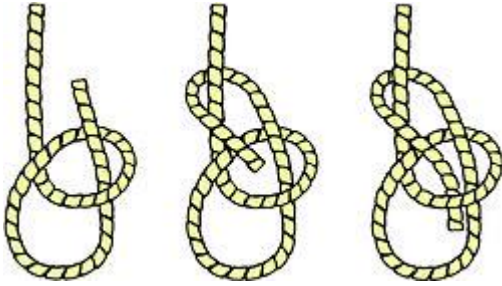
Polypropylene rope is most often yellow, though any color is possible. It is often used in marine applications because it floats in water. The rope is sometimes difficult to tie as it is somewhat stiff and brittle. It is a synthetic-fiber rope.

The easiest way to make an initial identification of a rope is to visit a hardware store where rope is sold. The packaging will tell you what the rope is made of. If you want to be sure, buy some of each type (with the labeling) or examine it closely in the store.

## Knots Commonly Employed by the Medical Cadet Corps

Anchor bend	
	
<p><b>Use:</b> The Anchor Bend is a knot used for attaching a rope to a ring or similar termination. The round turn and tight application help keep the rope from chafing.</p>	
<p><b>How to tie:</b></p> <ol style="list-style-type: none"><li>1. Make two turns around a hitch.</li><li>2. Pass the running end around the standing end and beneath the two turns.</li><li>3. Finish with a half hitch on the standing end.</li></ol>	

### Bowline



**Use:** This knot doesn't jam or slip when tied properly. It can be tied around a person's waist and used to lift him, because the loop will not tighten under load. In sailing, the bowline is used to tie a halyard to a sail head.

**How to tie:**

1. Make the overhand loop with the end held toward you, then pass end through loop.
2. Now pass end up behind the standing part, then down through the loop again.
3. Draw up tight.

### Bowline on a bight

**Use:** This makes a secure loop in the middle of a rope which does not slip.

**How to tie:**

*A bight is the middle part of the rope (not the ends)*

1. In the middle of a rope, form a small loop.
2. Thread the bight through the loop.
3. Spread out the bight a little.
4. Pass this down and around the whole knot.
5. Continue until it come back to the neck where it started.
6. Tighten the bight to complete the knot. Tighten carefully so that you don't get a kind of slip knot.

### Alpine butterfly



**Use:** The Butterfly Loop has a high breaking strength and is regarded by mountaineers as one of the strongest knots to attach climbers to the middle of a rope, such that they have room to move around even when the main rope goes tight, and they can be supported in either direction from the main rope. The loop is typically attached to a climbing harness by carabiner. It can also be used to isolate a worn section of rope, where the knot is tied such that the worn section is used for the center of the loop.

### Carrick bend



A fully interwoven diagonally opposed Carrick bend

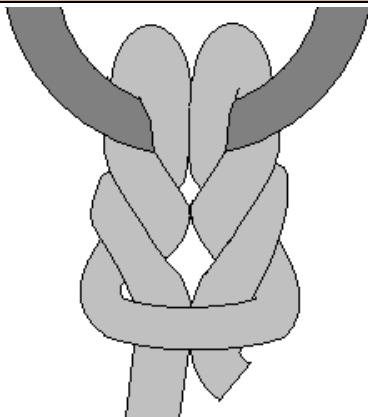
**Use:** The Carrick bend is used for joining two lines. It is particularly appropriate for very heavy rope or cable that is too large and stiff to easily be formed into other common bends. It will not jam even after carrying a significant load or being soaked with water. The Carrick bend's aesthetically pleasing interwoven and symmetrical shape has also made it popular for decorative purposes.

In the interest of making the Carrick bend easier to untie, especially when tied in extremely large rope, the ends may be seized to prevent the knot from collapsing when load is applied. This practice also keeps the knot's profile flatter and can ease its passage over capstans or winches.

The ends are traditionally seized to their standing part using a Round seizing. For expediency, a series of double constrictor knots, drawn very tight, may also be used. When seizing the Carrick bend, *both* ends must be secured to their standing parts or the bend will slip.

**WARNING:** The Carrick bend is generally tied in a flat interwoven form shown above. Without additional measures it will capsize (collapse) under load into a secure and stable, although bulky, form. If the knot is allowed to capsize naturally under tension, considerable slippage of line through the knot can occur before tightening. The knot should be upset carefully into the capsized form and worked up tight before actual use.

#### Cat's paw



**Use:** The Cat's paw is used for connecting a rope to an object.

- Attaching a rope to a hook (or to a post or rail where the load is perpendicular to the post) with more security than a simple girth hitch.
- Joining an eye to a ring.

- Strongly joining eyes in the ends of two lines, where there is access to the end of at least one line.

### How to tie:

#### Method 1

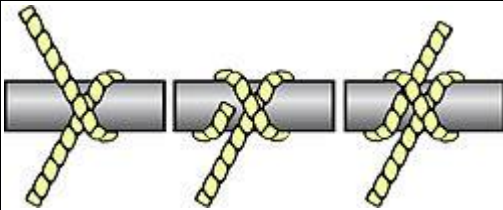
Form a bight in the middle of the line, and pull it back over itself like a girth hitch. This forms two loops, turned in opposite directions. Give each loop one more full turn in the direction that will tend to tighten it (the wrong direction will undo the loop completely). Pass both loops over the hook, rail or post and pull tight, taking care to push the bight up snugly against the turns.

#### Method 2

If working end of the line has an eye in it, and the standing end is accessible, the knot can be tied to a closed ring, another eye, or a rail with inaccessible ends, as follows. Pass the eye around the ring or rail, then pass the standing end through its own eye (this effectively forms a girth hitch). Then pass the standing end through the eye again, and pull up tight, taking care to push the bight up snugly against the turns.

When using the cat's paw to join two eyes, this process may be repeated several times to give several turns - as many as five in a fine fishing monofilament. Then when tightened, instead of pulling the bight up against the turns, both eyes are pulled equally, to make neat coils of turns in both eyes, meeting halfway between them.

### Clove hitch

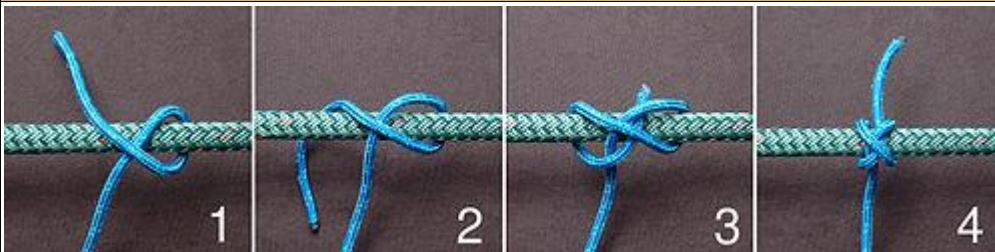


**Use:** This knot is the "general utility" hitch for when you need a quick, simple method of fastening a rope around a post, spar or stake.

### How to tie:

1. Make a turn with the rope around the object and over itself.
2. Take a second turn with the rope around the object.
3. Pull the end up under the second turn so it is between the rope and the object. Tighten by pulling on both ends.

### Constrictor Knot



**Use:** The Constrictor knot is one of the most effective binding knots. Simple and secure, it is a harsh knot which can be difficult or impossible to untie once tightened. It is made similarly to a clove hitch but with one end passed under the other, forming an overhand knot under a riding turn. It is a *very* effective knot for constructing a pilot's ladder, as it will not slip when tied around wooden rungs.

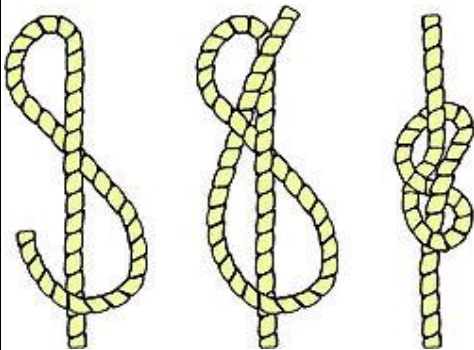
**How to tie:**

1. Make a turn around the object and bring the working end back over the standing part.
2. Continue around behind the object.
3. Pass the working end over the standing part and then under the riding turn and standing part, forming an overhand knot under a riding turn.
4. Be sure the ends emerge between the two turns as shown. Pull firmly on the ends to tighten.

**WARNING:** The Constrictor knot's severe bite, which makes it so effective, can damage or disfigure items it is tied around.

**Double bowline****How to tie:**

1. Make a loop with the running end crossing over the standing end.
2. Make a larger loop that passes over the first loop, again with the running end passing over the standing end.
3. Pass the running end through the first loop from the bottom.
4. Wrap the running end behind the standing end, and back down through the first loop.
5. Tighten

**Figure Eight**

**Use:** This knot is ideal for keeping the end of a rope from running out of tackle or pulley.

**How to tie:**

1. Make underhand loop, bringing end around and over the standing part.
2. Pass end under, then up through the loop.
3. Draw up tight.

### Fisherman's knot



**Use:** The **Fisherman's knot** is a specialized bend. It consists of two overhand knots wrapped around each other. It works well for joining thin, stiff, or slippery lines. It requires little dexterity to tie, so is often used in stubborn materials. When tightened, it becomes fairly compact, and the free ends can be cropped very close to the knot. These qualities make it very useful for fishing line--it is less likely to jam a fishing rod than many other bends, and is easier to tie with cold, wet hands.

The fisherman's knot is a bend (a knot for joining two lines) with a symmetrical structure consisting of two overhand knots, each tied around the standing part of the other. Other names for the fisherman's knot include: angler's knot, English knot, halibut knot, waterman's knot

**How to tie:**

To tie the fisherman's knot, lay the two ends to be tied alongside each other and facing opposite ways. Tie an overhand knot on the first rope and pass the second rope through the loop formed. Tighten the overhand knot, to prevent the line inside it from flopping around. Then tie another overhand knot on the second rope with the first rope passing through it.

### Fisherman's loop



**Use:** The fisherman's loop makes a non-slip loop at the end of a rope.

**How to tie:**

This knot is the same as a fisherman's bend, except that instead of joining two ropes together, a single rope is doubled over and then joined to itself forming a loop.

Another way to tie it is to make a slip knot and then use the running end to tie an overhand knot around the standing end.



### Pipe hitch



**Use:** The pipe hitch is used for hoisting tubular objects (such as pipes).

**How to tie:**

1. Make four or five turns around the pipe with the rope.
2. Bring the running end back to the standing part.
3. Tie two half-hitches around the standing part.

### Halter hitch, Hitching tie

**Use:** The **halter hitch**, sometimes called a **hitching tie** is used to tie the lead rope, which is attached to a horse's halter (or to a boat), to a post or hitching rail. The benefit of the halter hitch is that it can be released by pulling on one end of the rope. Even if there is tension on the horse-side of the rope it can still be released with ease.

**How to tie:**



- Pass the working end of the rope over the standing part.



- Pass the working end behind the loop.



- Create a bight in the working end of the rope. The bight is then passed in front of the main loop and into the second loop.



- Tighten the hitch by pulling on the standing end and the bight. The hitch can be finished by passing the working end through the bight.



## Prusik knot



**Use:** A **Prusik** (aka **Prussik** or **Prussic**) is a friction hitch used in climbing, canyoneering, caving, rope rescue and by arborists to grab a rope (sometimes referred to as a *rope-grab*). The term **Prusik** is used both for the knot, for the loops of cord, and for the action (**to prusik**).

A Prusik rope is a circular loop with a circumference of 20 to 100 cm depending on its intended use. Two Prusik ropes are tied to another rope which is anchored above. When the Prusik knot is under tension, it grabs the rope to which it is tied. When not under tension, it is easily moved. The climber places one foot into each loop, and shifts all of his or her weight to one of them, releasing the tension on the other. The rope without tension is then slid upwards on the vertical rope. The climber then shifts his or her weight to the other loop and slides the first one up. This is repeated until the rope has been ascended.

Prusiks will work around two ropes, even two ropes of different diameters. Prusiks provide a high-strength and relatively fail-safe (i.e., they will slip before damaging the rope or breaking) attachment, and are used in some rope-rescue techniques. Prusiks are good to use in hauling systems where multiple rope-grabs may be needed, and where mechanical rope-grabs are not available.

Although the Prusik Climb technique may be called old-school by some, the US Army still includes it in its annual Best Ranger competition. Rangers in the competition routinely make it up a 90-foot rope in under a minute.

### How to tie:

The Prusik is tied by wrapping the prusik loop around the rope a number of times (depending on the materials, but usually 3-5 times), and then back through itself, forming a barrel around the rope, with a tail hanging out the middle. When the tail is weighted the turns tighten around the main rope and grab. When weight is removed the loop can be slid along the rope by placing a hand directly on the barrel and pushing. The trick is, if it grabs well, then it is hard to slide along the rope. **Breaking** the Prusik free from the rope after it has been weighted can be difficult, and is easiest done by pushing the *bow*, being the loop of cord, which runs from the top wrap, over the knot to the bottom wrap, along the tail a little. This loosens the grip of the hitch and makes movement easier.



Step 1



Step 2



Step 3



Step 4



Locked while holding tension.



Slides readily without tension.

### Sheepshank



**Use:** The sheepshank knot is used to shorten a length of rope. It comes undone easily unless it is under tension.

**WARNING:** Keep this knot under tension or it will come untied.

### Sheetbend

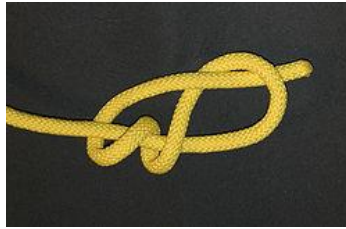


**Use:** The sheet bend knot is excellent for joining two ropes together, especially if the two ropes are not the same size. When tied properly, it will not come undone, and it is easy to untie. It is very similar to the bowline.

#### How to tie:

1. Make a bight at the end of the larger rope (if they are not the same size).
2. Run the end of the smaller rope through the bight, entering from the bottom.
3. Wrap the end of small rope around the back of the large rope, crossing the short end of the large rope first.
4. Tuck the end of the short rope under itself, on top of the bight.

### Stevedore knot



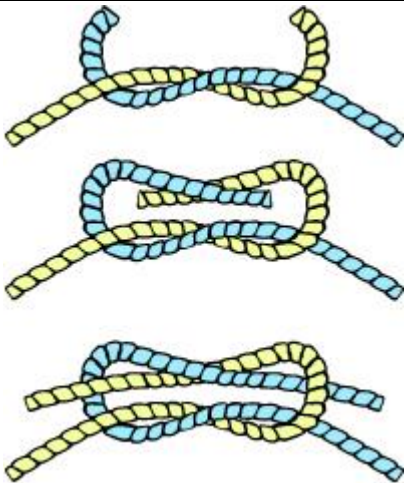
Stevedore knot before tightening

**Use:** The **Stevedore knot** is a stopper knot, often tied near the end of a rope. It is bulkier and less prone to jamming than the closely related figure-eight knot. This knot is excellent for anchoring a tarp. Pass the end of the rope through a tarp's grommet, tie a stevedore, and anchor the other end with a taut-line hitch. Its added bulk prevents it from pulling through the grommet.

**How to tie:**

The knot is formed by following the steps to make a figure-eight knot, but the working end makes an additional round turn around the standing part before the end passes back through the initial loop.

### Square Knot



**Use:** Also known as a Reef knot, the Square Knot is easily learned and useful for many situations. It is most commonly used to tie two lines together at the ends. This knot is used at sea in reefing and furling sails. It is used in first aid to tie off a bandage or a sling because the knot lies flat.

**How to tie:**

1. Pass left end over and under right end.
2. Curve what is now the left end toward the right and cross what is now the right end over and under the left.
3. Draw up tight by pulling one end and line away from the other end and line.

**WARNING:** Do not rely on this knot to hold weight in a life or death situation. It has been known to fail.

### Surgeon's knot



**Use:** The surgeon's knot is similar to a square knot, except that the first stage is doubled. This helps the knot stay tight while it is being tied.

### Taut-line hitch



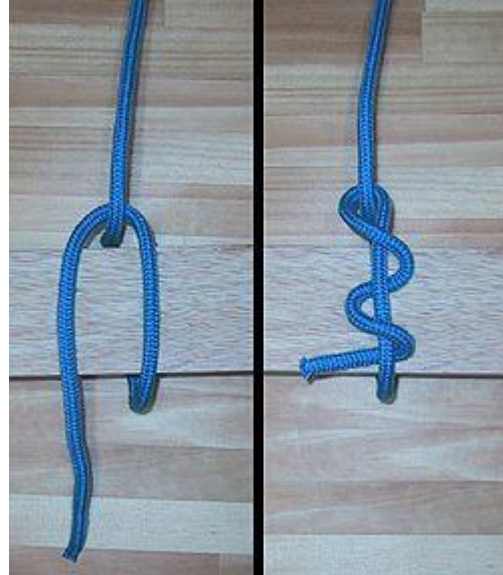
**Use:** The **Taut-Line Hitch** is an adjustable loop knot for use on lines under tension. It is useful when the length of a line will need to be periodically adjusted in order to maintain tension. It is made by tying a Rolling hitch around the standing part after passing around an anchor object. Tension is maintained by sliding the hitch to adjust size of the loop, thus changing the effective length of the standing part without retying the knot. When under tension, however, the knot will grip the cord and will be difficult to cause to slip.

It is typically used for securing tent lines in outdoor activities involving camping, by arborists when climbing trees, for creating adjustable moorings in tidal areas, and to secure loads on vehicles. A versatile knot, the Taut-line hitch was even used by astronauts during STS-82, the second Space Shuttle mission to repair the Hubble Space Telescope.

#### How to tie:

1. Pass the working end around the anchor object. Bring it back alongside of the standing part and make a half-hitch around the standing part.
2. Continue with another wrap inside the loop, effectively making a round turn around the standing part.
3. Complete with a half-hitch outside the loop, made in the same direction as the first two wraps, as for a clove hitch.
4. Dress by snugging the hitch firmly around the standing part. Load slowly and adjust as necessary.

## Timber hitch



**Use:** The **timber hitch** is a knot used to attach a single length of rope to a piece of wood. This knot is easily undone after use.

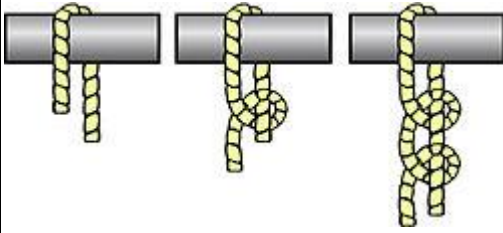
### How to tie:

1. To make the knot, pass the rope completely around the wood.
2. Pass the running end around the standing part, then through the loop that you have just formed.
3. Make three turns around the loop then pull on the standing part to tighten.
4. Take care that you double the rope back on itself before making the three turns, or it won't hold.
5. Three are recommended for natural rope such as jute, whereas five turns are needed on synthetic rope like nylon.

This knot is also known as the Bowyer's Knot as it is used to attach the lower end of the bowstring to the bottom limb on an English Longbow.



### Two half hitches



**Use:** This reliable knot is quickly tied and is the hitch most often used in mooring.

**How to tie:**

1. Pass end of rope around post or other object.
2. Wrap short end of rope under and over long part of rope, pushing the end down through the loop. This is a half hitch.
3. Repeat on long rope below first half hitch and draw up tight.

### Strangle knot



**Use:** The **Strangle knot** is a simple binding knot. Similar to the constrictor knot, it also features an overhand knot under a riding turn. The difference is that the ends emerge at the outside edges, rather than between the turns as for a constrictor. This knot is actually a rearranged double overhand knot and makes up each half of the double fisherman's knot. When tightened, it is very slip-resistant. It is ideal for constructing a pilot ladder (like a rope ladder, but with wooden rungs).

# MCC SYSTEM OF MERITS, AWARDS, RIBBONS AND MEDALS




In the Medical Cadets, we believe in the knowledge of merits among our members. Merits are positive attitudes that make the goals and philosophy of our program realized, first in honor and glory to God, and second, to further develop character and leadership.










Medical cadets may wear on their uniform any ribbons that were earned in MCC related activities. All awards and ribbons need to be documented by the church department that has awarded them.

The following is a list of ribbons and medals authorized by the World Service Organization of the Seventh-day Adventist Church to be worn on the uniform and in order of precedence from the highest award. Subsequent awards are denoted by a gold star on the ribbon.





The General Conference World Service Organization reserves the right to develop and expand the awards as it sees the need to recognize the achievement of the cadets and their leaders.

Any other awards that Unions or Divisions choose to add must be approved by the General Conference World Service Organization (WSO) Committee. The WSO may adopt the same for worldwide use or allow its use within the territory of the applicant.

<b>MEDAL OF VALOR</b> 	<p>Given in recognition of outstanding work, heroism, beyond the call of duty, in operations that involve the MCCs.</p>
<b>COMMUNITY SERVICE</b> 	<p>Recognition to complete Two (2) hours of community service stipulated by the brigade</p>
<b>GOOD CONDUCT</b> 	<p>Recognition for demonstrating outstanding conduct and assistance for one (1) year or more.</p>
<b>CPR</b>	<p>Given upon completing and securing a certificate.</p>

	
<b>FIRST AID</b> 	Given upon completing and securing a certificate.
<b>BASIC TRAINING</b> 	Union prescribed training
<b>ADVANCED TRAINING</b> 	Union Prescribed Training
<b>LEADERSHIP TRAINING</b> 	Division Prescribed Training
<b>SENIOR LEADERSHIP TRAINING</b> 	General Conference Prescribed Training
<b>Five (5) YEARS OF SERVICE</b> 	
<b>Ten (10) YEARS OF SERVICE</b> 	
<b>Fifteen (15) YEARS OF SERVICE</b> 	
<b>Twenty (20) YEARS OF SERVICE</b>	



	
<b>CERTIFIED FIRST AID INSTRUCTOR</b> 	
<b>INSTRUCTOR BASIC TRAINING</b> 	
<b>COMMENDATION RIBBON</b> 	When a member of the MCC receives a letter of commendation for going beyond the “call of duty” from a church organization.

## Medical Cadet Corps Outdoor Living

### Campfires

There are many ways to prepare an area where you will build your campfire. If you are in an established camping area, look for a place where a fire has already been built. Do not start a fire in a new area if there are fire pits already available. If you must build a fire in a new area, dig out any sod first, and lay it aside. Keep it in the shade (perhaps beneath a vehicle) and water it every day so it does not dry out (perhaps with your rinse water). You will replace it before you leave. If there is no sod, clear out all the duff and debris so that only inorganic material is in the fire ring. Clear an area double the diameter of the intended fire. Then place stones inside this ring, building a small wall as it were. Try to fit the stones so that there are no gaps, or only small gaps. The stone ring should be six to eight inches high, and it should go all the way around the circle. Before you lay the fire, make sure you have a means to extinguish it nearby and ready to go. This could be a fire extinguisher, a bucket of sand, or a bucket of water. Means of extinguishing the fire should be on hand *before* the fire is lit. The fire ring should then be ready for a fire.

### Gathering Firewood

If camping at a commercial campground, bring your own wood or buy some at the camp store. **Do not gather firewood from the surrounding forest!** Most campgrounds have rules against this, and it is *not* only so they can sell you expensive wood. In a heavily camped area, the forest simply cannot sustain that level of use. Rule breakers will already have depleted enough of the forest - don't add to their sins!

If there was already a fire ring present, if it is allowed, and you are in the wilderness, gather firewood well away from the campsite. Do not cut down any trees, live or dead. Dead trees are an important habitat for many forest creatures. Instead, look for fallen limbs that are not lying in full contact with the ground and use those. Wood that is lying fully on the ground will likely be too wet to use as firewood.

### **Cutting Firewood**

Once you have found a large, dead limb, it is time to cut it loose and drag it to the campsite. You can do this with either an axe, a hatchet, or a saw. Be sure you have firm footing before swinging an axe or a hatchet, and be sure no one is within six feet of you to the sides or to the rear, and within twelve feet of you towards your front. Axe heads have come off before (2 Kings 6:5), and they are very dangerous when they do. For this reason, it may be better to use a saw. A saw will also leave more of the wood intact with the log for burning rather than as wood chips that fly all over the place.

If you need to chop a log in half, do not lay it directly on the ground. Otherwise the axe blows will push the log into the ground. Instead, lay it on another small log (three inches in diameter is good). Strike the log to be cut at the point where it is in contact with the supporting log. Otherwise, the log may flip up and strike you or a bystander. This can cause a serious injury, so be watchful. Again, it is better to use a saw.

### **Splitting Firewood**

Unless the log you wish to split has been sawn and has a flat end, it will be very difficult to split it. Steady it on its end, and make sure it can stand on its own. Instruct everyone to clear away from you, and do **not** swing the axe if anyone is near. Grip the end of the axe handle with both hands, and gently lay the blade of the axe on the top of the log, on the edge nearest where you are standing. Fully extend your arms when you do this, and back up if necessary. Spread your feet apart by about the same distance as your shoulders are wide, and make sure your footing is firm. If you are right handed, slide your right hand towards the head of the axe as you draw it towards yourself. Take aim, and draw the axe over your head, bringing it down mightily as your right-hand slides down the handle. The right hand should meet the left about the same time the axe strikes the log. Note how the axe strikes the wood farther away from you than where you were resting it at the beginning. This is why you should aim for the edge nearest you. If you overshoot the log, you will bring the handle down on it and damage the axe. Do that enough, and you'll need to replace the handle.

Try to divide the log into two equal masses. If you try to split off a smaller segment, the split will run out, and the piece you remove will be smaller on one end than on the other.

To split a small piece of wood (less than 10 cm in diameter), place the blade of a hatchet on the end of the log, raise the log and the hatchet together, and bring them down sharply on another log or a rock. When they strike the second log, the hatchet's momentum will drive it into the log. Raise the pair again, and strike repeatedly until the log splits apart. **Do not steady the log with one hand and strike it with the other.** If you miss the log and hit your hand, you will cause an unnecessary emergency.

## **The Five different kinds of fires important to outdoor living**

### **1. Hunter's Fire**

The hunter's fire is a cooking fire. The logs on top are spaced close enough together such that a pot, pan, or Dutch oven can be placed on them. Try to lay it as level as possible.



### **2. Reflector Fire**

This fire can be used for baking, though it is not as efficient as a reflector oven (which is has a metallic reflecting surface and often surrounds the item). The fire itself can be of any other form, and is placed in front of the reflector. The item to be baked is placed between the reflector and the fire. This fire is also good for getting oneself warm. The reflector can also be a large rock. If you sit (or sleep) between the reflector and the fire, the side of you facing the fire will be warmed directly, while the reflector throws heat to the opposite side. Very toasty.

If making the reflector from logs, the vertical members should be driven deeply into the ground to support the weight of the horizontal members. You can also use rocks to support them.



### **3. Star Fire**

The advantage of this fire is that the logs can be of any length, avoiding the need to cut them up. As the ends of the logs burn, they are pushed into the fire. The fire is lit at the center of the star. If the logs are propped up on the fire ring, gravity will feed them in as they burn.



#### 4. Teepee Fire

The teepee fire is probably the most recognized campfire. It is somewhat difficult to lay however, as getting the logs to balance against one another can be tricky. Sometimes the log pile will topple and upset the kindling and tinder beneath, and you'll have to start again from scratch. If necessary, you can lash them together at the top with twine (but don't use a synthetic rope such as nylon or polypropylene). Once laid, the teepee fire is very easy to light, as convection will take the flames right to the fuel.

Adding fuel to a teepee fire can also be challenging as the balance problem is still there, but it is now complicated by the presence of heat. For this reason, teepee fires often devolve into a chaotic heap.



#### 5. Log cabin Fire

The log cabin is easy to lay, and it is fairly stable as well. It is laid very much like a log cabin (hence the name). It is somewhat difficult to light though, as the fuel is off to the side of the tinder and kindling. When it burns, it falls in on itself, confining itself to the fire ring. It is also easy to add more fuel and maintain a neat orderly fire.



#### 6. Council Fire

The council fire was used by Native Americans during their meetings (or councils). It is very much like the log cabin fire except that more than two logs are laid on each layer. Be careful not to lay the logs too close to one another. Leave gaps of at least one inch (2.5 cm) between each log to allow air to circulate. Like the log cabin fire, the council fire is very stable, and it falls into itself as it burns, remaining within the fire ring. Unlike the log cabin fire, the council fire lights easily as the main fuel is located directly above the kindling and tinder where convection will carry the flames. This fire is hot, and will make a nice bed of coals for cooking. It also uses a lot of fuel. This fire is sometimes called a pyramid fire as well.



## **Starting a fire**

Fire needs three things in order to burn: fuel, air, and heat. You need to pay attention to all three for building a successful fire.

## **Fuel**

Fuel is categorized into three groups: tinder, kindling, and fuel.

**Tinder** is light, fluffy stuff that is easy to ignite. It may be made of many different types of material, including, dried grass, dead pine needles, fine wood shavings, bird feathers, pocket lint, paper, milkweed seeds etc. The key to tinder is that it should be dry, thin, and wispy. Tinder is laid first, and then it is surrounded with kindling.

**Wood shavings or fuzz sticks.** A fuzz stick is a small piece of wood which has had slices cut in the sides to create small shavings. Ideally, the shavings should remain attached to the stick, but if they are accidentally removed, they can still be used. Because the shavings are thin, they are easy to ignite. Because they are attached, they in turn ignite the larger host stick.

To make a fuzz stick safely, choose a piece of dry wood, preferably a dry, dead stick from an evergreen tree. The stick should be about the size of a pencil, or perhaps a little larger. Place one end of the stick against a firm surface, such as a log or a rock, hold then upper end with your left hand, and hold the knife in the right. Carefully slice into the stick with a downward, diagonal motion, maintaining even pressure. Stop before the knife reaches the center of the stick. Take another slice a little higher up, and repeat until the stick is covered with the slices of "fuzz." Turn the stick over and make more shavings on the other side. This is far easier to do with a sharp knife and with a soft wood such a pine, fir, spruce or hemlock. Be sure that you are always slicing away from your fingers. Think at all times about where the knife blade will go if the shaving breaks off, or the knife slips. Make sure that your hand, foot, leg, companions, etc. are not in the path!

Make several fuzz sticks and use them as the first layer of kindling, positioning them atop the tinder. In some cases, the fuzz sticks themselves can be used as tinder.

**Kindling** is a bit bigger than tinder. Pencil-sized sticks make excellent kindling, but if all your kindling is that size, you are going to need a lot of it. Sort it by diameter, and stack the smallest stuff over the tinder. You can arrange it in a tipi, log cabin, or even a ridge-pole and rafter arrangement. As you build up the kindling pile, add larger and larger

pieces, but do not add anything larger than a 1.5 inch through - any bigger than that, and you are into the next size category. Stacking the kindling is perhaps the most important aspect of building a successful fire. If it is stacked too tightly, the tinder will not ignite it. If you do not have enough of it, it will not ignite the main fuel.

**Fuel** is the largest stuff you're going to burn, though for camping, it should not be larger than six inches in diameter. Any larger than that, and you will either be up all night tending it, or you'll find yourself dousing it before turning in yourself. It is far better to burn all your fuel completely.

### Air

It might seem that you would need to do nothing to make sure that your fire has a good air supply - after all, air is all around us. But a fire needs *lots* of air, and the way the fuel is stacked can affect this greatly. Do not pack the fuel tightly. Kindling should be stacked such that the spaces between pieces are equal to the width of the pieces (on average). In other words, the kindling pile should be about 50% air and 50% wood by volume. These gaps will allow the flames to get in between and burn *all* the kindling, thus igniting the larger fuel logs. When you add logs to the fire, make sure there's at least a one-inch gap between each piece. Otherwise, you will cut off the air supply and the fire will die down without burning all the fuel.

### Heat

Heat is initially added to the fuel and air with a match, lighter, or other fire lighting device. If using primitive lighting techniques, the tinder is lit first, and then transferred into the kindling pile. Heat is transferred from the match (or spark) to the tinder, and then from the tinder to the kindling, from the kindling to the main fuel, and finally, the heat from the main fuel will be sufficient to maintain the fire, igniting additional fuel (and sometimes drying it out) as it is added. To get a fire to die down, separate the logs so that their heat is spread out. To burn all the fuel, keep pushing the unburnt ends of logs to the center to concentrate the heat (but do maintain *some* distance between the logs to allow air in).

### **Fire safety rules**

- Locate the fire in a safe place. It should be clear for 10 feet (3 meters) all around, with no overhanging branches.
- Do not use accelerants, such as lighter fluid, gasoline, kerosene, etc. Learn to light a fire without these.
- Put the fire out **completely** before leaving it. If it's too hot to put your hands in the ashes, it's not sufficiently out. Douse it down with water, turn the coals with a shovel, and be sure to extinguish every coal and ember.
- Do not build a fire on top of flammable material such as grass or leaves. Cut away the sod (keep it moist so it stays alive, and replace it before your leave), and clear away the duff and litter.
- Keep fire extinguishing supplies handy and near the fire. A bucket of water or sand, or a fire extinguisher are recommended.

### **A Method of keeping food cool while camping other than with ice.**

One way to keep food cool without ice while on a camping trip is to place the food in a mesh bag and secure it in a stream or brook. Another way is to put the food in a bag, cover it with several layers of burlap, wet the burlap, and suspend it from a tree branch. As the water evaporates from the burlap, it will cool the food. You have to re-wet the bag occasionally.

### **Keep your food and utensils safe from animals and insects.**

The most important thing you must remember about storing food on a campout is that it should **never** be stored in a tent where people will sleep. Animals *will* smell your food, and if it's in your tent, they *will* find a way in. Instead, store the food outside the tent.

If you have a vehicle available at your campsite, you may store the food inside, but be sure to seal it tightly. A determined bear *can* get inside a locked vehicle, and if he decides that's what he wants to do, the car will sustain heavy damage. On the other end of the animal spectrum, are mice, which can also enter a locked car - even the trunk. It is therefore important to seal the food tightly so that the aroma does not draw unwanted attention from unwanted visitors.

If you do not have a vehicle or a trailer in which to store your food, you may place it in a bag and suspend it at least 15 feet (4.5 meters) above the ground by tying the bag to a rope and hanging it over a tree branch. Black bears can and do climb trees, so make sure the bag is well out of their reach - away from the trunk, and at least 4 feet (1.2 m) below the branch from which it is suspended

### **Food safety**

There are two key elements to handling food safely: cleanliness, and freshness. Wash your hands before and during cooking. Be aware of the "danger zone" for food - fresh food above 4°C and below 60°C is in danger of spoiling. Keep it in a cooler, make sure the lid stays on, and make sure it stays cold inside. Use fresh foods early in the camp out, and do not rely on a cooler for more than a day and a half. When all the ice in a cooler has melted, the food inside should no longer be used.

### **Trash disposal**

Try not to make more food than your group will eat. Dispose of any leftover food as required by a campground, or store it in a cooler. Under no circumstances should food be brought into a tent where people intend to sleep. All food needs to be put away as soon as possible and it needs to be kept out of the reach of wild animals. Skunks, raccoons, and bears can be very clever when it comes to getting food. Suspend your food 10 feet above the ground and at least five feet away from a tree trunk.

## **Wash your gear**

As soon as the meal is over, wash all the dishes and kitchen utensils. Wild critters will be happy to drag your spatula from your kitchen and lick it clean for you, but they rarely return such items, nor do they clean them satisfactorily.

It is a good idea to number all the plates, forks, bowls, knives, spoons, and cups your group owns, and then keep like-numbered items in a hosiery bag. Each camper is assigned a number, and each camper is responsible to clean his own eating gear. If you find an abandoned bowl on a picnic table, it is a simple matter to check the number, determine the owner, and convince him to do his part. Once the dishes are washed, they are returned to the hosiery bag and hung on a line to dry. It is also a good idea to number the clothespins with which the hosiery bags are hung, and hang them in order. This is not a much trouble as it sounds, and makes finding your own dish set a snap.

## **Safe Water**

When camping in an area that does not have running water and toilets, you must either bring water with you, or bring along the means for purifying water you collect when you arrive. Do not assume that because a stream or lake looks clean that it is OK to drink. In general, it is not, and drinking it without treating it carries a high risk of causing diarrhea or vomiting.

When camping in an area that does have running water, make sure that *it* is OK for drinking. If you see a sign that says "Non-potable Water," that means that it is NOT OK to drink. Rather, non-potable water is only suitable for flushing toilets and washing hands.

Do not brush your teeth, cook with, or drink non-potable water without purifying it first.

## **Sanitation**

If camping at a facility that has toilets, use them. If camping in the wilderness, you will have to either build a latrine or use cat holes. Do "your business" at least 200 feet away from any source of water (such as a spring, river, or lake), and at least 100 feet away from your camp. Dig a shallow hole three to four inches deep (7-10 cm) and go there. Then bury it (and any toilet paper). At this depth, there are a lot of bacteria in the soil to quickly compost your waste. Digging deeper will make it take longer.

Just because you are camping does not mean you are at liberty to skip personal hygiene. Wash your hands before you eat and after you answer, "nature's call." Brush your teeth before you go to bed and after breakfast. Wash your face and clean your fingernails.

Keep your kitchen clean too, and wash your dishes as soon as you finish eating. Dishes should be washed with potable water.



## **Emergency Readiness**

You should never go camping without a first aid kit. Be prepared for any emergencies that may arise. Know where you can find help from the police and where the nearest hospital is *before* you need to use their services. Many remote areas and camp grounds do not have good cell phone service, so do not rely on your cell phone to get you out of trouble.

Every cadet and staff member should carry a medical release form with them at all times during a campout, so that if an emergency arises, medical personnel will have proper authorization to begin treatment. These forms should be signed and dated in the *recent* past - no more than a few months ago. Additionally, *all* staff should carry medical release forms for *all* the Pathfinders under their charge *at all times* during a campout.

## **MCC Public safety component**

Public Safety refers to the welfare and protection of the general public. It is usually expressed as a governmental responsibility but involves police and security services, emergency medical response and rescues, and public traffic safety and control and fire prevention and suppression

### **I. Crowd Control**

Crowd control is a public security practice where large crowds are managed to prevent the outbreak of crowd crushes, affray, fights involving drunk and disorderly people or riots. Crowd crushes in particular can cause many hundreds of fatalities. Effective crowd management is about managing expected and unexpected crowd occurrences. Crowd control can involve privately hired security guards as well as police officers. Crowd control is often used at large, public gatherings like street fairs, music festivals, stadiums and public demonstrations. At some events, security guards and police use metal detectors and sniffer dogs to prevent weapons and drugs being brought into a venue.

### **II. Fire Prevention and Suppression**

Fire prevention is a function whose goal it is to educate the public to take precautions to prevent potentially harmful fires, and be educated about surviving them. It is a proactive method of reducing emergencies and the damage caused by them

Fire suppression is a reduction in heat output from the fire and control of the fire to restrict its spread from its seat and reduce the flame area.

### **III. Traffic Safety and Control**

**Road traffic safety** refers to the methods and measures used to prevent road users from being killed or seriously injured. Typical road users include: pedestrians, cyclists, motorists, vehicle passengers, horse-riders and passengers of on-road public transport.

Road traffic control involves directing vehicular and pedestrian traffic around a construction zone, accident or other road disruption, thus ensuring the safety of emergency response teams, construction workers and the general public.

Use of flags should be limited to emergency situations. Experience has shown that it is difficult to effectively control and direct traffic by waving a flag. The concept of the emergency use is available so that if a crew responds to an unplanned problem, they can use a rolled-up flag stuck behind the seat or in the storage compartment of their truck.

**IV. Security and Active Shooter**

Security is freedom from, or resilience against, potential harm (or other unwanted coercive change) caused by others.

**V. Risk Management**

Risk management is the identification, assessment, and prioritization of risks with the aim to prevent or mitigate them.