

1st Veteran's Battalion



= Serving Those That Served =

Standard Operating Procedures Manual
Reorganization Version 9a

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Dedication

This is dedicated to the founders and those that kept First Veterans Battalion Alive from the beginning.

The Founders
(1VB)BigDog
(1VB)Kruger

There from the beginning.
(1VB)Gerxxx
(1VB)Gopherbroke
(1VB)Leadslinger
(1VB)Playboy
(1VB)Oldroar
(1VB)SSG-P
(1VB)Tanker
(1VB)Vaain
(1VB)Zypher



A Message from the Command Sergeant Major of First Veterans Battalion

The 1st Veteran's Battalion was born quickly following the release of America's Army in July 2002. We came together as a group of mature adults who wanted a mature, team-oriented playing environment. Shortly after inception, we decided on a military only organization that not only allowed for great gaming, but a great veteran's support area. An idea was quickly formed into an organization and sense of community. What started is one of the largest and most respected gaming units in the AAO community.

Today, the 1st Veteran's Battalion has over 300 members. We have been accepted into the Anti Cheat Guild. We have several members who moderate the official AAO forums and many Beta-Testers for various games. Our goal is not only to appreciate this great game but to teach others how to enjoy it. If you see us in game, we are always willing to lend a hand to any players and will quickly demonstrate teamwork and professionalism to accomplish the mission.

Forward

The 1st Veterans Battalion has adopted the same guiding principles as the U.S. Army. We have based much of our philosophy, structure and training on these core principles.

U.S. Army Values

Values are at the core of everything our Army is and does. Your commitment to living and teaching the Army's core values is critical to our success today and tomorrow.

*-GEN. Dennis J. Reimer
Former CSA*

Loyalty Bear true faith and allegiance to the United States Constitution, the Army, your unit, and other Soldiers.

Duty Fulfill your obligations.

Respect Treat people as they should be treated.

Selfless-Service Put the welfare of the nation, the Army, and your subordinates before your own.

Honor Live up to all the Army values.

Integrity Do what's right, legally and morally.

Personal Courage Face fear, danger, and adversity (Physical or Moral)

1.0 Personnel Policies

1.1 Battalion Command and Structure





The command structure of the 1st Veterans Battalion is based on the same structure of a U.S. Army Infantry Battalion. Although, currently we do not have officer ranks, they may be added as needed.







1.2 Battalion Size

The Battalion shall have a manning cap of **300** members. All personnel regardless of status shall count against the cap. The Battalion shall be structured as follows: The Battalion shall consist of 4 companies, Alpha, Bravo, Charlie, and Delta. Each company will consist of no more than four (4) Platoons. Each platoon may have up to 4 regular squads plus a 5th squad for those members on extended LOA or in a deployed status. Each squad will consist of 8 members and a Squad Leader. The Battalion will consist of a Command Sergeant Major and a Deputy Command Sergeant Major to oversee the operations of the Battalion. Each Company with **3 or more Platoons** will have a Sergeant Major and 1SG to oversee the operations of the Company. If a Company has only 1 Platoon then a Sergeant Major will be assigned to oversee the operations of the Company. Each Platoon will have a Platoon Leader and Assistant Platoon Leader.





















1.3 Chain of Command (COC)

1.3.1 Senior Command

Rank	Name
	<p data-bbox="769 1183 1008 1218" style="text-align: center;">(1VB)ColdFusion</p> <p data-bbox="740 1259 1037 1291" style="text-align: center;">Sergeant Major of 1VB</p>
	<p data-bbox="829 1386 948 1420" style="text-align: center;">(1VB)C4</p> <p data-bbox="721 1461 1057 1494" style="text-align: center;">Command Sergeant Major</p>
	<p data-bbox="683 1586 1094 1619" style="text-align: center;">Alpha Company Sergeant Major</p> <p data-bbox="781 1660 997 1694" style="text-align: center;">(1VB)RabidDog</p>
	<p data-bbox="781 1808 997 1843" style="text-align: center;">(1VB)namgrunt</p> <p data-bbox="683 1884 1094 1916" style="text-align: center;">Bravo Company Sergeant Major</p>

	Charlie Company Sergeant Major												
	(1VB)SSG-P Delta Company Sergeant Major												
	(1VB)SixgunzX2 Alpha Company First Sergeant												
	(1VB)Craneguy Bravo Company First Sergeant												
	(1VB)SARmedic Delta Company First Sergeant												
	<p style="text-align: center;">Retired Senior Command</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 25%;">(1VB)BigDog</td> <td style="width: 25%;">(1VB)Fubar</td> <td style="width: 25%;">(1VB) Geroxx</td> <td style="width: 25%;">(1VB)Huflung</td> </tr> <tr> <td>(1VB) Kruger</td> <td>(1VB)Leadslinger</td> <td>(1VB)Mustang</td> <td>(1VB)Playboy</td> </tr> <tr> <td>(1VB)RedRyder</td> <td>(1VB)Sgt D</td> <td>(1VB)VV_Vet</td> <td>(1VB)Haaken</td> </tr> </table>	(1VB)BigDog	(1VB)Fubar	(1VB) Geroxx	(1VB)Huflung	(1VB) Kruger	(1VB)Leadslinger	(1VB)Mustang	(1VB)Playboy	(1VB)RedRyder	(1VB)Sgt D	(1VB)VV_Vet	(1VB)Haaken
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(1VB)RedRyder	(1VB)Sgt D	(1VB)VV_Vet	(1VB)Haaken										

1.3.2 Command






Rank	Name	Rank	Name	Rank	Name	Rank	Name
	(1VB)AngelicAssiassin A Co. 1st Platoon		(1VB)op1 A Co. 2nd Platoon		(1VB)russing A Co. 3rd Platoon		Future Platoon A Co. 4 th Platoon
	(1VB)Zypher B Co. 1st Platoon		Future Platoon B Co. 2 th Platoon		(1VB)Mac_5360 B Co. 3rd Platoon		(1VB)Ansion B Co. 4th Platoon
	(1VB) C Co. 1st Platoon		(1VB)Yakman C Co. 2nd Platoon		Future Platoon C Co. 3 rd Platoon		Future Platoon C Co. 4 th Platoon
	(1VB) D Co. 1st Platoon		Future Platoon D Co. 2 nd Platoon		Future Platoon D Co. 3 rd Platoon		Future Platoon D Co. 4 th Platoon
	Retired Platoon Ldrs (1VB)Sparktracer (1VB)NeoTeric_X (1VB) Oldroar		(1VB)kkpen (1VB)Zorn (1VB)Kemosabay (1VB) Swede		(1VB)Urlik (1VB) 67T (1VB)Scooch (1VB)HEADSHED		(1VB)Cans (1VB)Moto

1.3.3 Basic Platoon Layout

	Platoon Leader
	Assistant Plt. Ldr.
	Squad Leader
	Fire Team Leader
	Fire Team Members

1.4 Rank Structure

	<p>Sergeant Major of 1VB - The Sergeant Major of 1VB carries out policies and exemplifies the standards of performance, training, appearance, and conduct of all Members. Responsibilities include all that of lower ranks but also have authority over every Member in the Battalion. He will serve as promotion board president, assigning senior staff, and handling of awards. The responsibility to ban members from the bat and for the recruitment, training, and retention of 1VB members. He is the final say on where and how and where 1VB is headed. Will function without supervision</p>
	<p>Command Sergeant Major - The Command Sergeant Major carries out the same policies as the SM1VB proper and will assist the SM1VB in delegation of Authority. Responsibilities include all that of lower ranks but also have authority over every Member in the Battalion. He will serve at the bequest of the Sergeant Major of 1VB. The responsibility to ban members from the bat and to oversee the day-to-day duties of Battalion upkeep. Will function without supervision.</p>
	<p>Sergeant Major - The sergeant major's experience and ability are equal to that of the command sergeant major with the exception of his sphere of influence. Responsible for the day-to-day Company Operations and basic website upkeep. Also has the authority to ban members. Will give input to CSM as to where changes might be needed and where it will be headed. Will assist CSM in carrying out policies and standards of performance, training, appearance, and conduct of all Members. Will function without supervision</p>
	<p>First Sergeant - It is the First Sergeant at whom almost all Company operations merge. Responsible for the oversight of all Platoons, Squads, Teams, and individual Members. Problems arising from individuals and/or <i>Platoon</i> rivalries will be heard by this position. Who may in turn delegate a 3 member impartial panel to review problems/ instigations and non-compliance with Battalion ROC (Rules of Conduct). Responsible for the processing of personnel actions to be sent up the COC. This position will enforce discipline and encourage duty among the troops. Responsible for the scheduling of matches clan vs. Battalion and for handling conflicts in Platoon scheduling. Will report to CSM and SM on the activities of the Company (i.e. awards, promotions, and problems/corrections. May delegate authority to Platoon Leaders.</p>
	<p>Retired Sr. COC- Given in acknowledgement of contributions to 1VB. The Sp9 Rank is set aside as a special Sr. Command Rank, given to those retiring from a position that has faithfully performed duties essential to the operations of 1VB. A minimum 12 months TIG (Time In Grade) must be met in order to qualify for this Rank. The Bn thanks these retired members of the SCoC for all they have done. They will be available for advise if needed</p>
	<p>Master Sergeant- (Platoon Leader) Responsible for their Platoons direction. Reviews current Platoons duty roster, training, and discipline, and makes changes as needed. Will handle any scheduling conflicts within their assigned Platoons. Will report to 1st Sgt. on activities (awards, promotions, and conflicts) and will be responsible to see orders carried out by same. May delegate authority to APL or Squad leaders.</p>

	<p>Sergeant First Class (Assistant Platoon Leader) _The Assistant Platoon Leader is responsible and will perform PLT. Duties in tandem with the PLT. Ldr. Reviews current Platoons duty roster, training, and discipline, and makes changes as needed. May handle any scheduling conflicts within their assigned Platoons. May report to 1st Sgt. on activities within their Platoon. May delegate authority to Squad/Team Leaders.</p>
	<p>Staff Sergeant (Squad Leader) -The Staff Sergeant's professional competence is measured by how well he develops, maintains, and uses the full potential of his soldiers. Responsible for the squads' successful development. Will handle delegation of powers from COC to the squad. Reports to Platoon Leader. (Awards, promotions, duty roster changes) and will be responsible to see orders carried out by same... May delegate authority to Team Leaders and individual soldiers.</p>
	<p>Sergeant/Corporal (Fire Team Leader) - The rank of sergeant is not a position for learning how to become a leader; you have already earned that respect. Responsible for fire teams training, cohesion, and discipline. Reports to Sq. Leader (awards, duty roster changes) and will be responsible to see orders carried out by same. Corporals, you are just entering the fray. Keep your head up as you perform the duties becoming of a Sergeant.</p>
	<p>Specialist 5 - Given in acknowledgement of contributions to 1VB. The SP5 rank is set aside as a special command rank, given to those stepping down from the position of platoon leader, or in certain cases assistant platoon leader, that have faithfully performed duties essential to the operations of 1VB for an extended period of time. A minimum of 12 month's TIG must be met in order to QUALIFY for this rank and be approved by the SrCoC..</p>
	<p>Specialist 4 and below---You are the meat of the Battalion. Wear your 1VB patch with pride as you represent us. Your rank will give seniority/authority in case your leader is TDY or falls in battle. Protect them and they will protect you.</p>

1.4.1 RANK ASSIGNMENTS:

Ranks up to and including Sp4 will be based on satisfactory performance of duty and time in grade. Ranks of Corporal and above will be given to those performing commensurate leadership duties of Fire team Leader and above .

If someone resigns from a leadership function that person will revert to the rank of Sp4 **if** TIG requirements are met. Those **not** meeting the TIG will revert back to Sp3.

a. Time in Grade promotions:

- i. Pvt 1(E1) to Pvt 2(E2): 60 days and upon completion of basic training.
- ii. Pvt 2(E2) to PFC(E3): 6 months.
- iii. PFC(E3) to Sp4(E4): 6 months.
- iv. PFC(E3) to CPL(E4): 6 months

Promotions not based on TIG may be considered under unusual circumstances with approval from SrCOC. **Promotions are not automatic and are the discretion of the Squad leader, Platoon Leader, Company 1st.SGT and with final approval of Sr.CoC.**

1.4.2 Performing / Resigning Extra Duties:

Any member of the Battalion that performs Additional Duties, in addition to their regular platoon duties, will remain in their parent platoon, and also retain rank based on duties performed. Platoon Leaders should seek comment from the Platoon Leader the member works for part time on recommendations for awards and promotions based solely for that duty.

- a. **DI Duty-** Members appointed as an Assistant Drill Instructor will hold the rank of Corporal. He will stay with his current platoon until such time as he takes a full time DI position and permanently transfers to B/3. With the exception of the Sr. DI, no position will hold a rank greater than SSG
- b. Any member that performs duties as the Senior Admin, Senior Drill Instructor, or, Senior Recruiter, will receive the rank commensurate with the position they fill, and will be required to be a full time member of B/3 Platoon.
Whenever a member that is a full time Admin, Drill Instructor, or Recruiter resigns, or leaves their position, they **WILL** be reduced in rank to Corporal/Sp4 pending TIG requirements and reassigned to another Platoon.
- c. Any member that performs duties as **S-2** will remain with their parent platoon. When performing duties as S-2, they will report to the Sr. CoC as their point of Contact. Those holding this position will hold a rank no greater than Cpl. unless their other duties hold higher rank.

1.4.3 Filling Vacant Positions at the Platoon Level:

Fire Team and Squad Leader vacancies will be selected by the Platoon Leader **with Co. 1st Sgt and SGM's Approval. If the vacancy is at the Assistant Platoon Leader level, the PLT. Ldr. will forward his recommendations to the Co. 1st Sgt. and SGM for approval.**

For Platoon Leader vacancies, the Assistant Platoon Leader normally steps up to fill the vacancy. If for some reason he cannot do so, the Company 1SG and SGM will evaluate the members in that platoon to determine if one is capable of handling the job. If there are any reservations, the Company 1st Sgt and SGM should look outside the Platoon. **The Co 1SG and SGM will forward a recommendation on the replacement Platoon Leader to the Senior CoC for discussion and final approval.**

1.5 Current Roster:

We have an interactive roster to keep records of membership, transfers, awards, promotions, and administrative actions for every member of the battalion. **The Platoon Leaders are tasked to update and maintain this roster in a timely fashion.** They may assign this duty to someone in their platoon **but the Platoon Leader will still be held accountable for its timely update.** Bn. Roster can be accessed here:

<http://www.1st-vets.com/roster/>

1.6 Inactive Members:

1. Members who are not active will be contacted by their Platoon Leaders. Those members who fail to respond will be transferred to the Battalion inactive list **by the Platoon Leader**. Prior to placing a member on the inactive list the Platoon leader will attempt to contact the member by e-mail, and keep a record of attempts. This policy does not apply to deployed members or those who have given appropriate LOA notification.
2. Members who must become inactive due to military deployment should notify their platoon leader who will place the member in a deployed status. **Deployed members will be retained in the platoon in the 5th squad pending their return.** These members will not be discharged from the BN.
3. Members who must become inactive for a period of time should notify their platoon leader who will place them in an LOA status and retain them in the platoon in the 5th squad.
4. After 30 days on the Battalion inactive list, the Co. 1st Sgt/SGM will attempt to contact the member. Failure to respond or reactivate will result in the member being discharged from the Battalion.

1.7 Platoon Assignment of Dependant Members:

Since the BN no longer accepts dependants, current dependant members will be assigned to the same platoon as their sponsor. They may however request assignment to a different platoon. If the gaining Platoon Leader agrees to accept a dependant member, and in the case of minors, the sponsor must also agree prior to the transfer. **No Dependent member will hold Leadership status in any Platoon.**

1.8 Awards and Decorations

The Battalion leaders present various types of awards to recognize members for meritorious service, and achievement. It is our formal way of thanking them and recognizing them for their outstanding contributions to the 1st Veterans Battalion. Awards given to deserving members increase esprit de corps in the Battalion and provide other members the necessary incentive to go above and beyond their day-to-day responsibilities thus contributing to the success of the Battalion as a whole.

Awards and Promotions are not automatic. It is the responsibility of the CoC starting from the Fire team leader to the Platoon Leader to submit awards for members to the SCoC.

All awards will be for service or achievement in and or on the Battalion's forums or server.

No awards will be given for such things as Beta Testing, or websites other than the Battalion website.

Also, there will be no posting for awards for anything past the current quarter.

The SCoC reserves the right to make promotions & issue awards on special occasions as it deems necessary.










1.8.1 Submitting Awards and Promotions






There will be one point of contact for the Platoon, and that' will be the Platoon Leader or the Assistant Platoon Leader filling in for the Platoon Leader.

It is the Platoon Leader's responsibility to submit his Platoon's Awards & Promotions to the Company 1st Sergeant by the end of the quarter. (March, June, Sept, and Dec)

The SCoC has final authority on awarding Awards and Promotions. The Awards and Promotions submitted does not mean those will be the awards given. If an award or promotion is denied, the submitter will get the reason for such denial.

1.8.2 Awards Listed in order of Priority

	Legion of Merit	The Legion of Merit is awarded to members of the 1st Veteran's Battalion for exceptionally outstanding contribution in the performance of meritorious service to the Battalion. The performance must merit recognition by individuals in a key position, which was performed in a clearly exceptional manner. The performance of duties normal to the grade, branch, specialty or assignment and experience of an individual is not an adequate basis for this award. This award must be approved by Sr. COC.
	Meritorious Service Medal	For outstanding performance, contribution, and dedication. The Meritorious Service Medal may be awarded to members of the 1st Veterans Battalion who distinguish themselves by outstanding achievement or by meritorious service to the Battalion, but not of a degree that would warrant the award of the Legion of Merit. This award must be approved by Sr. COC.
	1VB Commendation Medal	The 1VB Commendation Medal is awarded to members of the 1st Veterans Battalion who, while serving in any capacity with the Battalion, distinguish themselves by outstanding achievement, or meritorious service. This award must be approved by Sr. COC.
	Superior Service Medal	The Superior Service Medal is awarded by the Battalion to any member who renders superior service or support to the battalion. This award must be approved by Sr. COC.
	Superior Trainer	For superior contribution to team tactics and training. This award must be approved by Sr. COC.
	Humanitarian Award	Given to (1VB) members who go above and beyond the call of duty by working outside the community and helping those in need. (i.e. the Tristan picnic) This award must be approved by Sr. COC
	Distinguished Service Medal	Used as a 5th good conduct award. This award must be approved by Sr. COC.
	Good Conduct Medal	Eligible at 180 day intervals minimum. One oak leaf cluster for second through fourth oak leaf cluster has been awarded. <i>This award is for those members who use the CoC, follow the SOP, and go the duration of time without reprimands. This award must be approved by the Co. SGM</i>
	Volunteer Medal	For those members who volunteer their time to the battalion or platoon. This award can be recommended by squad leader and above only. (i.e. helping on ftp server, (1VB) Data Base, making movies, battalion banners, sigs etc.) This award must be approved by the Co. SGM

	Platoon Medal	Given by the Platoon Leader to any member in his/her platoon for commitment to and activity in the platoon. <i>This is at the PL's discretion. Examples include but no limited to sig's, battle plans for competition, etc.</i> This award must be approved by the Plt. Leader.
	Unit Citation	Squad or Platoon commendation for exceptional performance (Earned as a squad/for a squad). Is issued by the Platoon Leader. But, can be recommended by the Squad Leaders. This award must be approved by the Plt. Leader and acknowledged by the Co. SGM
	Deployment Medal	For any member of (1VB) who is deployed in real life where that member is gone for more 30 days. Training exercise/maneuvers or TDY does not count. This award must be approved by the Plt. Leader.
	Parents	For any member of (1VB) who has a child who is serving in the military. This award to be approved by SrCoC.
	Basic Training	For completion of a 1st Veterans Battalion Training Cycle. Issued by the Drill Instructors. Start Date: 6 February, 2003. This award must be approved by the Sr. Drill Instructor.

2.0 RULES and RECOURSE

These rules are in place to help bring order to the chaos that rules other online gaming units. Most of these rules are common sense and should not be hard to follow. They are listed here so that there is no question on the conduct expected from each member of the 1st Veterans Battalion. If there is a question on one of these policies, use your Chain of Command.

2.1 Rules of Conduct (ROC)

1. When using the (1VB) designator, you represent not only yourself but, the rest of the 1st Veteran's Battalion. So, don't put down other organizations or individuals publicly. Conduct yourselves as professionals and soldiers.
2. Use **YOUR Chain of Command to resolve problems and seek information.**
3. If you have a problem with your immediate superior, skip one level in the chain and report the problem.
4. Respect your fellow members. This is an organization with the best players and soldiers available. Healthy competition is not only expected, but encouraged - however, there is a line between competition and un-professionalism that we will maintain and enforce. Unsportsmanlike conduct is unacceptable and will not be tolerated at any time. Members must behave in a respectable and sporting manner. In addition, players who use profanity, argue, act belligerently toward CoC or one another, or harass members, or other players are subject to the appropriate disciplinary actions.
5. Help your fellow teammates. Many in our battalion have a lot of military experience, while some may have technical abilities. Using teamwork, we can develop ourselves into the most lethal and technologically advanced unit on the net.
6. Unit disagreements will be kept private and discussed with the CoC in the Battalion Command Forum.
7. Use your CoC - **DO NOT** post grievances in any forums.

8. No member will pressure or harass another member to make a contribution to the Bn. Funds.
9. New recruits to the 1VB are reviewed and approved by the Sr. COC.
10. In-game, follow the instructions of your team/squad leader.
11. No disciplinary action will be taken for soldiers who miss squad practices. However, based on squad/team leader input, the Platoon Leader can recommend a player be placed on "inactive" status.
12. When you have a grievance _ use email or the private message forum to communicate with your Chain of Command.

Note -- If you just must post a GENERAL gripe/"recommendation" (not directed at an individual), use the SGM forum This does NOT imply that you can't say what's on your mind, (within reason), but before you post a message slamming the Chain of Command or each other _ wait ten minutes and see if you REALLY need to say it publicly, or would private message be more effective? Think not only of yourself, but of the higher purpose of this organization. *** **Do Not Post Grievances in an open public forum. Always use the Member Forums that are marked with an asterisk (*)**.

13. Cheating WILL NOT BE TOLERATED in any shape or form. This includes the use of ANY alterations (editing or add-ons) to the game, to give an unfair advantage over ones opponent and/or not specifically intended/designed by the developers of the game. Honor Camping or performing acts solely for the purpose of boosting ones honor in America's Army, will also be considered a form of cheating by this Battalion.

Verified Cheating will result in immediate dismissal, with absolutely NO recourse.

14. Derogatory or slanderous language and comments about race, gender, sexual preference, religion or creed. **these are grounds for immediate dismissal.**
15. Individuals, by their membership, agree to abide by the rules and regulations of the Battalion as contained in the Battalion SOP and directives issued by Senior Battalion Command personnel from time to time.
16. **NOTICE** you are responsible for your own computer security. If a "Relative" or "Friend" gets on your computer and gets caught running a Hack **we will treat it as if YOU were the player.** This also applies for HACKS being "Installed". If you pop a scan or it is found that you even have hacks on your computer **you have no recourse.**

To combat this take some time to password your computer and also consider using a password for the BIOS so nobody but you can boot the system. In the least, it would be advisable to change your game login password and uncheck the "Remember Password" option so that someone just can't jump into a game.

17. If a competitive team is formed in the Bn to participate in any league or such outside the Bn, and you want to play on that team and are a member of another group/clan, you either have to resign from that group/clan, to play on the Bn team, or resign from the Bn.

If a member plays on a competitive team representing the Bn, and it is found out that a member is also a member of another group/clan that also is competitive in the same game, that member will immediately be removed from the Bn, with no recourse.

If a potential member plays any of the following games, and is a member of another group/clan, they must resign from that group/clan to become a member of the Bn. Those games are, AA:O, Armed Assault, Operation Flashpoint, WOW, and the BF series.

If a member is found to be a member of another group/clan, that member will immediately be removed from the Bn, with no recourse

18. Eligible Countries:

Currently are as follows: Canada, the European countries that are NATO allies, the Scandinavian countries, Australia.

Countries such as Serbia, Croatia, & Asian countries are not eligible for membership.

19. **Lastly - we all joined this organization with one primary goal - to have fun. Keep the game in perspective and lets "rock-and-roll."**

2.2 Recourse

The world is not a perfect place. Although we will endeavor to have a battalion that everyone is proud to be a part of and a place where everyone gets along, we know that there will be times when someone's behavior will cause problems with one or more of the Battalion members. It is hoped that trauma and upheaval will not occur, but if it does, we have the following steps that will deal with it.

2.2.1 Airing of Grievances

See Section 2.1 Item #11. If you still have a grievance keep in mind the following:

1. If you make a complaint to the Chain of Command and you don't see immediate action, the Chain of Command is not burying its head in the sand. We will try to handle all grievances in private. We hope that if one of you becomes the object of such a discussion, you will appreciate this. If you feel that the Command is taking too long to address your grievance, feel free to PM your Platoon Leader or the Co. 1stSgt asking for a progress report.
2. We are a proud group with a common bond and that's what makes us better than the average clan out there _ we WILL have disagreements, misunderstandings, arguments, and even falling-outs, but in the end, we are proud veterans who can overcome any obstacles that we want to overcome.
3. **If at any time, you feel that someone must go for you to stay in this Battalion, the door is open for you to leave.** We are NOT going to be a group of elitists or snobs _ we are all human and should ALL make an effort to respect those around us. **However, if someone's conduct is so disruptive that by their actions or treatment of others cause continual strife, divisiveness, or to cause the unit to dissolve _**

they WILL be asked to leave.

4. If you get upset at someone or some perceived problem, and tell us you are leaving the Bn, then we will accommodate you and remove your profile and change your access to that of a non-member.

In other words we aren't going to be babysitters.

2.2.2 Offensives / Remedies:

There will be cases when a member's conduct reflects badly on the Battalion, or causes adverse conflict within the Battalion. In such cases, a member must be held accountable and will be subject to disciplinary action.

This means whenever any member has committed an offense, they are subject to a review board consisting of members of the Senior CoC to determine fitness to remain a member of the Battalion.

This review board will look into the member's actions that brought him/her to this point and a decision will be made whether or not the member will be removed from the Battalion.

The following is a partial list of offense's that can result in disciplinary action, from a verbal reprimand from their Platoon Leader, up to and possibly including removal from the Bn as a member.

1. Offenses:

- Initiating inflammatory posts in forums. Causing or participating in an incident, such as trying to bait other members into a conflict that causes turmoil in the battalion.
- Violating rules of conduct.
- Behavior or actions that could result in dishonoring the battalion.
- Derogatory or slanderous language and comments about race, gender, sexual preference, religion or creed.
- Cheating
- Verbally abusing or berating a person in public.
Violations of the battalion SOP or other directives issued by the Bn SCoC.

2. Possible Remedies:

- Member receives counseling by the Platoon Leader.
- Member counseling by a member of the Senior COC, with members Platoon Leader or Asst. Platoon Leader present.
- Member receives a warning that if such actions persist, said member will lose privileges for a determined period of time.
- Member has their privileges taken away for a period of time determined by the severity of the offense, or if it is a repeat offense, and attitude. (Privileges are, but not limited to access to any or all of the following: Battalion game servers, Team Speak servers, both private and public, forums, and e-mail server.)
- Permanent dismissal from the Battalion.

2.2.3 Adjudication:

1. A complaint of an offense will be reported to the Company 1stSgt by e-mail. The 1stSgt will investigate the complaint, determining what occurred and

Document any evidence and/or witnesses.

2. The Platoon Leader will report the complaint/incident to the Company 1st Sgt by e-mail. Together, they will go over the information, to review the members behavior.
3. The Company 1stSgt will decide on the appropriate action warranted. The alternative actions are: to handle the case at the platoon level, to handle it at the Sr. COC level or to convene a Review Board.
4. If a member is found to have committed an offense, the Co.SGM will also make an administrative entry in the member's personnel record to document the offense and remedy taken.

2.2.4 Review Board and Duties:

1. If someone's conduct is questionable, a Company 1SG or above at their discretion may appoint a **DISINTERESTED 3-man group to review the case and present their findings** (this will all be done in private).
 - a. **A member of the SCoC will preside over all Review Boards.** His duties shall be to conduct the board, present all written evidence and call any witnesses, offer the accused and his Platoon Leader opportunity to make any comment or present evidence, and to ensure the Boards findings are made in a timely manner.
 - b. **The disinterested parties will come from platoons other than those of the accuser and accused, must be senior in rank to the accused,** and will be made to understand the information they are given and their findings are Top Secret **and not to be discussed outside of the review board.** While it may be "airing dirty laundry", it is the fairest way to approach this.
 - c. Once their findings are given to the SCoC member who convened board, he will consider their recommendation . He will then make his decision based on their recommendation and present both to the CSM for final approval of disposition.
2. Following CSM approval, the Company 1SG will notify the parties of the final action and resolution to the case. **The Co. 1SG Sgt will also post a notice of the violation and the disposition of the case as a result of the review Board in the Gen (Bn Command) forum.**
3. A record of the board of review, and any action taken, will be added to the member's personnel jacket by the SCoC member that convened the review board.
4. **There is NO readmittance or appeals once a member is removed by a review board. Or appeals of decisions made in a board of review.**

3.0 Server Standards

The 1VB Tech Group is responsible for the web/forum/gallery servers working at maximum effectiveness. And will post new or delete new topics on the web site.

3.1 Technical Escalation

Because the 1st Veterans Battalion has so many members and because we are all spread out, it is important to keep our Site and Forums up and running at top performance. Unfortunately, we do not host our own servers and rely on hosting services from outside sources. In case of a disturbance in the service-level on the web site, FTP, Forum, Email, or gallery please contact Tech Group mailto:1vbtechs@1st-vets.us ASAP. These disturbances are:

- Is not functioning
- Is showing errors
- Is showing signs that it has been altered (hacked)
- Is not showing at all (404 / not allowed).
- Is not performing as it normally does (IE slow, timing out)

When contacting the Tech Team, please include as detailed information as possible (possibly a screenshot) as well as the following information available:

1. Your name and where you can be reached (msn, email etc)
2. The timestamp (date/time) when you saw the problem
3. The location of the problem (I.E. Homepage, Ranks page, Forum thread)
4. An exact description of the problem (if possible with a screenshot or error code)

3.2 Forum Standards

The 1st Veterans Battalion Forums are maintained as part of the 1st-vets web site. The forum is maintained by Battalion personnel on a voluntary basis and is the key to the 1st Veterans Battalion sense of community. To access the Battalion Forum, click on the "forum" button on the homepage at <http://www.1st-vets.com/>

The forums Administrators are the same personnel of the Sr. COC. The administrators are responsible to maintain the integrity of the forums. They can add/delete/move/lock topics and individual posts. They have the ability to activate new users and to ban

The forum also employs the Moderator system. Moderators have the ability to edit/delete/move posts. They are the Forum Police. Each Platoon Leader is the Moderator for their Platoon's Forum. We also have other members moderating other forums according to their expertise. **If** a Moderator has to pull your post take it as a sign that something was wrong with it. Contact the Moderator via PM for discussion on the pulled post. This also applies to Locked posts. If your post was locked, contact the Moderator who, in turn, will contact the Administrators and find out why your post was locked. **DO NOT Start Another Post.**

The following standards will apply to all Unit SIGs.

1. The maximum size is 500x200. They can be smaller but not larger.
2. Size (under limits set in item 1 above), uniformity and content will be the responsibility of the Platoon Leader. He sets the standard for the Platoon. With the following guideline. The squad members SIG should be generally uniform with each other but not necessarily uniform with other (1VB) Platoons. Variations may occur between Squads.
3. All SIGs will have the 1st Veterans Battalion Patch of any legible size.
4. All SIG's will have their respective platoon patch prominently displayed.

5. All **Avatars** used by members shall be **NO larger** than 190 tall by 100 wide.

3.2.1 Distasteful and/or disrespectful

1. There will be no posting links or pictures on these forums that fall into the category of "distasteful and/or disrespectful" to our Soldiers. There are enough news sites you can go on and see those, if that's your wish, but PLEASE abstain from doing so here. Your post will be deleted or edited without notice. If you are unclear to the content falling under this category, bring it to your COC first. Example: the pictures of our POW's and those killed in the line of duty
2. Posts that contain Inflammatory or abusive material, are personal attacks, excessively vulgar, or contain pornographic material will not be permitted and may lead to punitive actions.

3.2.2 Forum Messages

Remember, reading something in a thread, is not the same as having heard the person speaking what they have written, a lot of times problems have occurred by a simple mistake in perception. If there is a question as to the intent of a message, or, what you perceive to be that messages motive, post or pm the person asking for clarification first. If unable to do this and the thread has the possibility to go postal, then get a moderator, and have the thread locked, and contact your COC.

3.3 Communications Server Standards

The 1st Veterans Battalion uses a TeamSpeak2 communications server. It is a private server authorized for 1VB members only. We do not allow non-members on that server without prior approval from the SCOC.

Members will use the following standard nickname format on the Team Speak server: (1VB) must be first - if you have too much other stuff to add, then abbreviate or drop the other stuff.

- a. Player name
- b. Unit of assignment and position if one is held (as in A/1/1/A FTL)
- c. Admins and DI_s will have (ADMIN or ADM; Asst DI or DI) at the end so they can be easily identified
- d. Members using the public Team Speak will display their game name after their (1VB)name.

1. The private server is broken down into channels by/for Platoons, Recruiters, COC, and General chat. These channels are further broken into sub-channels (I.e... Assault/Defense). **The ranking member of each channel will have authority to control the climate of the room.** If dressed down by this member, you have the option to leave that channel or follow his command. The authority specifically given to the ranking member is to split the group up into sub-channels. Strong language will be permitted as long as it does not become abusive towards any other member or so disruptive, as to cause annoyance or hardship to the majority on that channel. We are all adults here so use some common sense please and respect each member accordingly.

2. **This is effective immediately until further notice.** The past policies and practices we used for TS are going to be changed due to some Security issues. SA power will no longer be granted via the TS interface. It can only be granted via the back end.

Only Sr.CoC and the Head Admin will have SA.

CA power will no longer be used.

Registered Users will now have most all of the power that the old SA status had. They can move players, create rooms, kick, ban, etc. They will not be able to give or revoke SA.

On the TS Server the only personnel who will be allowed to be REGISTERED (R) will be PL/APL DI's. These abilities can be granted via an SA.

All others will be "Un-Registered".

3.3.1 T/S Admin Status:

Team Speak server admin privileges will be granted to the SCoC and Head Admin only

3.3.2 Dead Man Talking (DMT)

Dead Man Talking is not allowed. Below is what is, and what isn't allowed by ALL 1VB Members that play America's Army.

a. Allowed DMT:

ONE Last Report: That your down and your position.

- 1) If a member is afk, it is allowable to give their position in order to continue the match.
- 2) Critical body count may be transmitted. (I.e., _You are the last guy_ or _Its 6 against 2_) will be permissible but running body count is not.

b. The following IS NOT allowed:

- 1) Enemy Ghosting - a dead 1VB member on the enemy team feeding you enemy Intel while visually following his teammates.
- 2) Friendly Ghosting - a dead 1VB member on the friendly team feeding you enemy Intel while viewing from theirs, or another friendly team member's body.

3.4 Game Server Standards

The 1st Veterans Battalion currently utilizes a commercial server, for members to play America's Army on.

3.4.1 Public Game Server Standards

A separate SOP pertaining specifically to Game server Admin responsibilities and duties is what is used to oversee our game server by the Admin Cadre.

While we make every effort to make your gaming more enjoyable thru this BN, there are some things out of our control. Remember that when you are on a public server, you represent the whole unit and all its values.

1. **Cheating is absolutely prohibited.**
2. Intentionally TK_ing another player is also not tolerated.
3. Public Servers: Vote kicks will happen while on a public server and you may be the initiator of such action. We realize there are

cheaters out there and those that are totally disrespectful of others, whom you may have reason to vote kick.

4. 1VB Servers: OUR Servers do have Admins to take care of just such problems. If you suspect a player is cheating or is being totally disruptive (language and/or actions), watch them for a while. If you still suspect the player then QUIETLY report it to the server admin and return to the game. Don't talk about it or warn the player that you're going to get an admin if (s) he doesn't stop, it may be harder for the Admin to do their job.

Vote kicking by Squad Leaders or above on 1VB servers may be used only when no Admin is present on TeamSpeak and the Squad Ldr or above has issued appropriate and TACTFUL warnings! Votekicks may only be initiated by Squad Leaders and above. **The initiator will obtain screen shots and sending screenshots to the banned@1st-vets.us. A Squad Leader or above will be responsible for the initiating of the vote kick and sending all applicable screenshots to the banned@1st-vets.us account immediately**

after the vote kick. Vote kicks under the above conditions may be used for:

**Repeated Abusive Language
intentional TK's (2 or more incidents in a session)**

5. In game communication with other players is expected, but we remind that you will not engage in a flaming war with any other players. It's real easy to get into it with some of those guys, but you may be the one getting kicked: by the other players or the Admin. Ignore them if you can and if they become so volatile or harassing then get the proper admin. Seems that there are some guys out there that like to start something up with the Clans then run to an admin and act all innocent. They are trying to get you booted. Beat them to the punch and quietly report them first.
6. Under no circumstances are you to harass other players for a weapon and/or initiate bad conduct to get same weapon. You may politely ask, but don't start making comments if you don't get it. Remember that you were once a rookie, try to give them some good advice if you see them messing up. It may even help to make them a greater asset to the team you happen to be playing on.
7. If you are in a match and/or scrimmage the ranking member will do all the in game comms regarding conditions and game play. Everyone trying to talk only adds to the confusion of correcting any problems or trying to get the game set up. Follow the Leader gentlemen.
8. While on the public game servers, mention of our comm. usage is authorized so long as our private TS server information is not compromised. If any non-1VB member asks about our comms, you may point them to our public TS server.

3.5 Web Server Standards

The 1st Veterans Battalion's web address is: <http://www.1st-vets.com/> . The pages are maintained by the Tech Group - a group of volunteer battalion members. All changes to the pages must be approved via the SCoC. The Command maintains FTP and Image hosting services for battalion members.

3.6 Mail Server Standards

The battalion provides all members of the Unit with a free email account. Each member is allotted 4mb for email messages. The only requirements are that you do not abuse the account by sending SPAM, and that you check your mail regularly. The mail server is protected against the most common viruses, and has SPAM protection. If you get

unwanted email in your account we will block the sender from ever sending more mail to us.

To get an account you the Forum to request a new account. The current link to post to is <http://www.1st-vets.com/forum/viewforum.php?f=32&sid=cde1b37d366f25c2972a5b92053e56ef>.

Please note that this is not an automated process, and Real Life issues may slow the time it takes to get your account created. If you have any problems with your account, please see your CoC for assistance.

3.7 Gallery Standards

The First Veterans Battalion has its own gallery. The purpose of the gallery is to share and to show images amongst members. Although the gallery is open for all to view, non-members are not allowed to post without permission of Battalion CoC. The gallery can be found here: <http://gallery.1st-vets.us/>

3.7.1 Gallery Standards

As said, the gallery is a public place, so be aware of what you submit. Also make sure that what you submit has a relation to (1VB). The Battalion's gallery is not meant as free web space. To act as a guideline the Battalion has set up the following rules:

- a. Only (1VB)-members may submit images in the gallery
- b. Special areas have been assigned. Members of (1VB) are supposed to submit images in the area created for them.
- c. Images can only be submitted if they are in direct relation to the battalion. This means a member of (1VB) can post a picture of him/herself, the military or of events related to the battalion. Images that don't have a relation to the Battalion will be deleted.
- d. It is prohibited to link to images that are posted in the gallery outside the (1VB) domain. Example: do not post your sig in the gallery and call it from the AAO-forums.
- e. It is prohibited to change anything on the gallery without permission. CoC will grant admin-rights to higher ranks on request.
- f. Pictures with pornographic or sadistic or racist content will be deleted. Remember etiquette. Do you want your child to see this pic? If not, don't post it.
- g. If you know that rights rest on a picture or that a company owns the image: Don't post it and save the battalion a claim.
- h. The first position in the gallery that distinguishes a platoon, a squad or a troop always has to be the unit's patch.
- i. The gallery is not a place to store signature images, there is space on the Bn server for that. (use your CoC for more information on this)

Requests for changes or creation of new areas have to be send to (1VB) Tech Group 1vbtechs@1st-vets.us

3.7.2 Gallery General Directions

The Gallery is easy to use. When you arrive at the gallery homepage

(http://gallery.1st-vets.us/) you will see a Category titled (1VB) Photo Albums and thumbnails of the latest eight images that were added.

3.7.3 Viewing images

From the main page of the gallery you will see a Category titled (1VB) Photo Albums, click that link to see the album list. On this page you will see the top level of all the platoons, and it lists how many sub-galleries and pictures are in that area. Click on an image above that platoons name to access their pictures.

Now that you are inside a platoons main gallery you may see more than one sub-gallery, click on an image to access each individual gallery.

From here you will see thumbnails of the actual pictures with titles (if added), and you will see buttons at the bottom right if there are additional pages with pictures in that album. To view a picture simply click on it and it will bring up an intermediate sized picture to view. If you click on the image again a new window will pop-up with the full size

image. When viewing pictures you can rate them, add comments, and a few other things. The menu bar with the icons just above the image can do the following things; from left to right:

- " **Folder Image:** Returns you to the gallery page home (or just hit your back button)
- " **Information:** click on the little blue dot with the `_i_` inside it for more detailed image information, it will show you:
 - " Filename
 - " Album Name
 - " File Size (in KB)
 - " Dimensions (in pixels)
 - " Displayed (how many times it has been viewed)
 - " URL
 - " Favorites (adds to your gallery favorites, this shouldn_t be used because each platoon shares a login)
- " **Movie Blocking Image:** Will start a slideshow of that gallery, images fade in-and-out. Click `_Stop Slideshow_` bar below pictures to stop, it will return you to the image you started the show with.
- " **Envelope:** Allows you to send an E-Card with the image, this is a great feature. Just click the icon and supply the from, to, Greetings (subject line), and a message. This is all internal so don_t worry about getting your email or the recipient added to any spam lists.
- " Left and Right Arrows: Next image

3.7.4 Adding photos

Login by mousing over the @ symbol in the top menu bar, click `_Login_`. Each platoon has a username and password that you need to login with, use your CoC to get this information before you try to upload pictures. After logging in mouse over the @ symbol once again and click on `_Upload Picture_`; that will bring up a new window with several options.

- " Album: Your platoon may have created sub-categories; this drop-down menu is used to select which album you will upload to.
- " Picture: Use the `_Browse_` button and browse your computer for the picture you wish to upload. ****Our server only allows files with a .jpg or .png extension at this time****
- " Picture Title: This will appear under the photo when viewed, meant to be a

brief description. *optional field but recommended

" Picture Description: You can add a story or description that will be seen when the picture is viewed; this can be large amounts of text. *optional field

" Keywords: Use this if you want to add keywords for gallery search engine.

*optional field

After all the information is added simply click the _Upload Picture_ button at the bottom of the window. Repeat steps for any additional pictures.

4.0 Recruiting

Recruiting is one of the most important aspects of the battalion. It is one of the first impressions a prospective recruit has of the battalion. It is then very important that the process is streamlined and accurate to make the transition of the prospective recruit as easy as possible while protecting the battalion from having questionable members. This is a very fine line and takes a lot of coordination on the parts of the Recruiter Corp, Battalion S2, Drill Instructor Corp., and the Battalion Command.

4.1 Recruiter Responsibilities



Head Recruiter _ Responsibilities are to manage the recruiting process to maintain the targeted battalion membership level. He reports to the Company SGM, and keeps him apprised of the status of the prospective recruits. He delegates authority to the Assistant Recruiters.

Assistant Recruiter _ Assists the Head Recruiter in maintaining communications with prospective recruits. Ensures that each prospective recruit's Veteran/Active Duty status has been verified and that the sign-up form is completed.

4.2 Recruit Standards

Prospective Recruits need to qualify by: **(All items scanned or faxed are protected and destroyed once verified. Never will they be compromised) All must exceed 180 days of service in their respective branch to be eligible for battalion membership.**

1. Verifying their Active Duty Status by:
 - a. A scanned or faxed copy of their Leave and Earnings Statement (the recruit can blank out financial information but we must see their Name, Rank, and Date of the LES)
2. Verifying their U.S. Veteran Status by one of the following ways:
 - a. A scanned or faxed copy of their DD-214. (They may blank out the confidential information but we must see their Name, Rank, and Time Served Block)
3. Verifying Non-U.S. Veterans/Active Duty recruits by one of the following ways:
 - a. A scanned or faxed copy of their Red Book or whatever their countries use to identify veterans/active duty personnel.
 - b. A scanned or faxed copy of pay stubs (they may blank out and pay information but we must see their Name, Rank, and Date of pay stub).

4. To keep the battalion secure from recriminations and unwanted publicity the prospective recruits should disclose the following information via the Sign-up Form:
 - a. Ties or memberships to AA clans WILL DQ you, ties to non-AA clans will not.
 - b. Nicks used while playing other on-line games.
 - c. Provide all nicks used while playing AA or BF Series
 - d. Players GUID, and BF Series PID #'s .

Civilians are not admitted to the Battalion. We currently have a few Civilian members who were instrumental in forming the battalion. They were members before the decision was made to become Veteran/Active Duty only. So they are Grand Fathered.

The Battalion has a current policy of not admitting dependants to become members.

*** The Command reserves the right to terminate this program without notice and for any reason and at any time without discussion or debate.

4.3 Induction Process

The Induction Process will start with a request made by the prospective recruit via email or by filling out the Application form that is sent to Recruiter@1st-vets.us or posting in the Recruiters Office Forum where upon they will be directed to the application form. Once this request is started the following roughly outline what steps are taken:

1. E-mail from application form is received and posted in the “.Applications Received**” Section of the forums where all the applications start from.
2. The Recruiter then sends an email message (BCC the other Recruiters) asking for the verification information, the request for the prospective recruit to register on the Forums.
3. Once the recruiter receives the information and verification of vet/active status. He will log into the Forums(Applications Received) and update the recruit Record, once all the information is in place a poll is added to the record and then moved to the Recruiting Counsel for S2 and clarification when needed.
4. The S2 group logs in to the Forums (Recruiting Counsel)_site and views the recruits' information. They then search for information about the recruit, paying special attention to posts in different forums and membership in different Clans or Units.
5. After the search, they go and update the recruit record and make their evaluation. At this point the application is ready to go for the vote and all active members of SrCoC will cast their vote in the poll at the top of the application, once we have 2/3 majority the application is sent to the DI's, posted to the Recruit Pool (after removing the poll) and the post in the DI's Office (Recruits requiring placement in training troops) will be amended to reflect the recruits game(if any) contact information and name
6. If the recruit was Approved, he is contacted by the Drill Instructors who then send a Welcome Letter with all the proper files and information for the start of training. If it was Disapproval, he contacts the Recruiter who then sends a Rejection Letter
7. The Recruit record is then stored and the Drill Instructors take over.

4.4 S2 Checks

The Battalion Intelligence Section (S2) is made up of Trustworthy, Mature, and Competent individuals. Their function is to check out potential recruits. There are many methods that are used to check on each recruit. Their findings are posted under the application for evaluation by the recruiters AND the SCoC.

. The SCoC makes the final determination of what is GOOD/BAD.

At no time is a recruit's information shared with anyone except for the members of the SCoC.

4.5 Rejections

A rejection for membership is made for a number of reasons. A few of these reasons are:




1. Request made by an individual who is not a Veteran as documented by the Veterans Administration.
2. Request made by an individual who is not currently on Active Duty.
3. Request made by an individual whose past conduct on forums has precluded their admittance.

The final approval/disapproval is made by the CSM. Items 1 and 2 above are not open for debate. Other decisions are made on a case-by-case basis. If an individual is disapproved and requests an explanation they will be directed to the CSM.

5.0 Recruit Training

Recruiting training an important aspect of the battalion, it allows new members of 1st Veterans Battalion to become familiar with operation of 1VB procedures and methods. Provides Command with recruit evaluations that will help in the placement of each recruit to active squads with skilled personnel who can be utilized as needed. It also allows the recruit to be familiar with other Battalion members and interface with them during the training cycle of 3 weeks.

5.1 Drill Instructor Responsibilities

	<p>Senior Drill Instructor _ Responsibilities are to manage the recruit training process and to maintain the required battalion training. He reports to the Sergeant Major and keeps him apprised of the status of the prospective recruits. He delegates authority to the Drill Instructors and assists them as needed</p>
	<p>Drill Instructor _ Provides Initial Leadership by Greeting new recruits and insuring they have obtained the required programs, have setup email account with 1st-Vets, obtained the proper game tag, and other requirements as listed in the Recruits Welcoming Email. Also establishes training procedures to evaluate each Recruit for a period of up to 30 days. Is primary Point of Contact for recruits.</p>
	<p>Assistant Drill Instructor _ Assist the Drill Instructor in the conduct of training and evaluation of recruits</p>

5.2 Basic Training Doctrine and Objectives

1. A Drill Instructor shall receive names from the Recruiters and contact recruit via email with 1st Veterans Battalion Welcome and general recruit requirements letter. The Sr DI shall assign the Recruit to a training Troop and follow up on the completion of requirements as set forth in Recruit Welcoming email. The DI for each Troop will become main point of contact for recruit until moved to one of other battalion platoons.
2. All Trainees will be assigned to a troop. Troops shall normally consist of a maximum of 15 trainees with training cycles normally commencing as needed.
3. The training period shall be a minimum of 3 classes. One training session should be scheduled per week. Drill Instructors shall observe and evaluate trainee skills during these sessions to include TS procedures and following of orders.
4. The primary purpose of training will be to ensure Trainees are smoothly integrated into 1VB and have all the basic tools needed to function as a member of 1VB. To accomplish this, focus will be placed on the following, (the training will not be limited to the following list, more may be taught as opportunities present themselves):
 - a. 1VB Services: Ensure each trainee has functional knowledge and access to the forums, 1VB email, forum private messaging, TeamSpeak servers, and game servers and familiarization of the BN SOP. **Attendance to the 1st class**

- is a requirement to graduate.
- b. **Familiarization with the Battalion SOP: Instruction on the SOP, Chain Of Command structure, and use of the CoC. There WILL be an open book test on the SOP. Recruits must pass the SOP exam in order to complete training. During the final class a member of the SrCoC will attend to quiz the recruits on the ROC and the SOP. Stress the use of the SOP Since it is basically the reason we haven't fallen apart. More emphasis on the SOP and how important it is.**
- c. The operation and use of TeamSpeak, keyboard console communications and the use of preset key communications..
- d. Rules of Conduct, will be covered also, and a test may be given at any time covering the ROC.

5.3 Recruits Rights and Responsibilities

1. Each Recruit has the right to be treated with respect and dignity as we are all Veterans and have been through Boot Camp before and this is not a boot camp for unskilled military personal.
2. Recruits are required to follow the chain of command, as 1st Vets Battalion is a military structured organization. If a recruit has a problem he should first contact his Assistant drill instructor who will address the issue or pass it up the chain of command.
3. Recruits will be required to follow the U.S. Army Values.
4. **Recruits will be required to follow BN SOP and Rules of Conduct (ROC)**
5. Recruits will be required to attend as many training missions as time permits. We at 1VB Understand that family and work come first, but training time is important and required. If a recruit cannot make training, he must contact his Drill Instructor and inform his as to why he will not be at the training session.
6. Recruits should visit the Battalion web site as often as possible to keep abreast of changes or announcements via the forums. They should check the forums at least once every 48 hours.
7. If a Recruit needs to take time off during training. He would need to contact his/her Drill Instructor explaining the duration of absence needed.
8. While in training, recruits have to abide by the same SOP as regular members do. A recruit who does not follow the rules as outlined in the BN SOP, will be subject to disciplinary action. Disciplinary action can include (but not limited to) being placed on _Recycle status_ until their case has been reviewed by the SR. C.O.C.

5.4 Recruit Evaluation and Placement

1. Drill Instructors shall observe and evaluate trainee skills during the training cycle.
 - a. Drill Instructors evaluations will include observations on trainee skills and recommendations for placement or recycling for additional training based on their observations of the trainee and the above minimum attendance criteria.

6.0 Financial Requirements

In order for the 1st Veterans Battalion to operate and maintain its membership base, it is required to raise funds. The funds raised from its members are used to pay for the Web/Forum Server, Game Server, Communication Servers, Email Servers, and Care Packages sent to Deployed personnel. No member is required to donate funds. Donations are strictly voluntary (see ROC).

6.1 Donation Process

All donations are processed through PayPal. The link is on the front-page <http://www.1st-vets.us/>

6.2 Financial Accountability

All finances are currently under the management of (1VB)SSG-P. Any updates to the Battalion funds will be in the _Bn. Funds* forum.

6.3 Resource Utilization

All funds will be used for the general maintenance and cost incurred with running the 1st Veterans Battalion. Payment for personal time spent maintaining this BN in any shape or form will not be under consideration at this time. If expenses are incurred while providing for the whole of the BN., it will then be handled and reviewed on a case-by-case basis thru the SCoC.

Appendix A - (1VB) Membership Application

- First Name *
- Last Name *
- Proposed Battalion Nickname *
- Proposed Battalion Forum Nickname *
- Type of Membership Upon Meeting Requirements *
- (1VB) Regular Member
- Have you read, and do you agree to abide by, the Battalion Rules of Conduct? *
- Yes
- No
- During the course of your training you will receive instruction in the Battalion Standard Operating Procedures. Do you agree to abide by the Bn SOP? *
- Yes
- No
- Date of Birth *
- E-mail Address *
- Initial Game Selection *
- America's Army
- Battlefield Series
- Which branch of the military did you serve in?
- Military Service Start Date

- Military Service End Date
- List Your Job Code or MOS
- What time zone do you live in?
- What country do you live in?
- What state do you live in? (If USA resident)
- What city do you live in?
- Do you belong to, or have you belonged to, any other clans in any games?
- Yes
- No
- If "Yes", please list all clans and games
- Please list any former nicknames or user names that you have used in the past, and what games you used them in
- Where did you hear about the 1st Veteran's Battalion?
- What is your current AA:O player name?
- What is your current AA:O forum nickname?
- What other tags have you used while playing AA:O?
- How long have you been playing AA:O? What type of activity level would you like to commit to?
- Hardcore Competitive Squad. Must attend practices and matches
- Competitive Squad. Must attend most practices and matches
- Casual Squad. Schedule permits some practice and matches
- Ready Reserve. can not practice much, but can make some matches
- Reserve. We will see you when we see you. Just here to hang
- If AA:O player, please provide your GUID *
- What is your BF series player name?
- if Battlefield series player, please provide your PID
- Please feel free to add any additional remarks here
- You will be required to provide proof of service at some time, if you wish to do so you may include it now. Please blacken out sensitive information such as SSN, etc.

Appendix B- Current Sample Training Schedule

The following is 1st Veterans Battalion Recruit Training Cycle.

Training Session 1: 1VB services, SOP and Chain of Command.

1. Forum familiarization.
2. Private messaging.
3. Team Speak setup
4. 4 Use of TeamSpeak

Training Session 2: SOP / ROC

1. Complete coverage of the SOP and ROC
2. At the end of the class the test will be sent out to be completed and returned prior to next class.

Training Session 3:

1. 1st Veterans E-mail. Setup and questions answered
2. A member of the SrCoC to come in and quiz on the SOP / ROC
3. This is the final step, placement into your new platoons.

Recruits will be constantly evaluated. This allows the Drill Instructors to evaluate their performance, and keeps the level of training effective.

Upon successful completion of training, and placement in a platoon, the new member WILL be placed
On probation for a period of at least 120 days.

IF, for any reason, while on probation, they can be removed from the Battalion by the SCoC. This is done to prevent the “Bad Marine type of incident from happening again. Where a trainee gets by training, and is placed in a platoon, then starts showing their butt and causing trouble.

Appendix C - Admin SOP

1st Veterans Battalion Admin SOP

1. General Information

1st Veterans Battalion (1VB) has an Admin Cadre that is responsible for monitoring, and keeping order on the AA:O game server that wears the official (1VB) tag on it. Its primary objective is to maintain the game server that are as cheat free and enjoyable as possible to play on as possible, for both members of (1VB) and guests playing on our game servers.

This Admin SOP provides all (1VB) game server Admin with rules and guidelines to follow when dealing with situations that might occur on the official (1VB) AA:O game server and to ensure that we obtain as much evidence/documentation as possible, to back any actions taken, such as kicks or bans.

Any action(s) taken by an Admin, that is later overturned/overruled if argued, where the procedures and the spirit of this SOP has been followed, will not result in any disciplinary actions against the Admin responsible for the action(s) taken.

The members of the (1VB) Admin Cadre is to set an example for the rest of the (1VB) members through their actions and behaviour.

2. Official (1VB) America’s Army Game server

This is the definition of an official (1VB) AA:O game server:

- a) The game server has the (1VB) tag in its official name.
- b) The game server is accessible by the public.
- c) There is a reference to (1VB) in text messages and/or any other message displayed to public players that can access the game server.

Official (1VB) AA:O game server, must be approved by the Sr CoC before it can go public.

The official (1VB) AA:O game server is subject to this Admin SOP and repeated violations of the Admin SOP will result in the official status being revoked and disciplinary actions will be taken against those responsible.

3. Organization

The (1VB) AA:O Admin Cadre is one of the Platoons of Bravo Company.
The AA:O Admin Cadre has the following CoC:

- a) B/3/PL
- b) Senior Game Admin
- c) Senior AA:O Admin

The Senior Admin is responsible for the administration of the AA:O Admin Cadre and its members.
The Senior AA:O Admin is responsible for the Admin, and ensuring they are kept informed of the latest info and training for the game. And answer to the Senior Admin.

The Admin Cadre CoC is also responsible for handling all complaints / arguments that are sent to banned@1vb.us.

The members of the (1VB) AA:O Admin Cadre is divided in to two main categories:

- Full time Duty Admin (FDA)
- Additional Duty Admin (ADA)

A FDA Admin is a member of B/3/3. Their primary duty is to Admin the game server.

An ADA Admin can be a member of any (1VB) PL/Squad. They perform the Admin duties as an Additional duty to their assigned PL/Squad duties. When performing their Admin duties, they answer to the Senior Admin regardless of rank or position.

An Admin should be clearly identifiable on TS.

4. Instructions for Admin

(1VB) AA:O Admin will continue to monitor the game server and show a presence on the game server.

(1VB) AA:O Admin are to monitor any player who appears to be using cheats or hacks. If proof of cheating has been obtained by an Admin, the Admin is allowed to take the appropriate actions against the cheater as per this SOP.

Any Administrative action taken without proper evidence and/or documentation will be overturned, if the action is argued. Admin must obtain proof of violations of the rules in the form of screenshot(s)/video(s)/log file(s) evidence, prior to initiating a kick or ban.

All proof obtained must be saved locally on the computer of the Admin for a time period of at least 10 days after the proof was obtained and action taken. If so requested by the AA:O Admin Cadre CoC, the Admin will make the material available for review by uploading it to the Battalion FTP site.

All evidence material must be saved in the format: “name_of_player_date_game.jpg” / “name_of_player_date_game.log” etc.

Third party evidence will only be relied up on to enforce specific situation as stated below:

An AA:O Admin may request a screenshot being taken by a Battalion member to ensure that there is proof of the incident, if there are circumstances that prevents the AA:O Admin from obtaining screenshots or of the incident. These circumstances can be:

- The incident occurs shortly (a maximum of 30 minutes) before the AA:O Admin have logged on to the server. This requires that an AA:O Admin **HAS** been called up on to handle the situation.
- The incident occurs when the AA:O Admin is on the server but not presently following / ghosting that particular player OR is able to see what is written in the in-game chat.

In these cases, the screenshot taken by a Battalion member **MUST** be e-mailed to the AA:O Admin as soon as possible. **The AA:O Admin must obtain and review the screenshot(s) before any action can be taken.**

Monitoring the Battalion private Team Speak server is **NOT** part of the AA:O Admin duties. All game server AA:O Admin, except those that are PL/APL and/or DIs, or any other above within the Battalion, are only to have U rights in the game server channels on the Private TS server.

If a member of the AA:O Admin Cadre, while playing on an official (1VB) game server, suspects “foul play” by any other player on that server, a second AA:O Admin should be called up on to investigate that player, if possible. This to prevent actions being taken against a player based on emotions rather than facts.

If you, as an AA:O Admin, are uncertain about what to do or how to handle a situation, contact another AA:O Admin and get a second opinion if possible. If this is NOT possible, use your judgement, obtain as much proof/fact as possible and act in the spirit of this SOP.

When called up on to ghost / spectate a player on any of our servers, try to NOT be in the same Team Speak channel as the rest of the Battalion members playing on that server, while ghosting. Again, to prevent actions being taken against a player based on emotions rather than facts.

Documentation of actions taken

All AA:O Admin actions taken must be documented in such a way that information easily can be obtained if/when needed.

For this purpose, (1VB) has an AA:O Admin database where all bans are entered. If the Database isn't available, a post should be made in the 1VB forum, in the appropriate section.

If the player was kicked, you are **to** post it in the forum in the proper thread.

Kicks or Bans of (1VB) members

If a kick, or ban is of a (1VB) member, **all documentation** is to be retained and available, until authorization is given by the Senior Admin.

5: Standard rules and guidelines.

Name of players

A derogatory or slanderous name that involves race, gender, sexual preference, religion or creed can and will be grounds for immediate removal.

Examples of kickable names:

Jewkiller Hitler OsmaBenLadan

Fuc*thearmy wifekiller Saddam

Babyraper gangraper

A name involving excessively explicit or vulgar language will be warned for and can lead to removal if they do not leave the server in a timely manner.

A. Foul language

Strong language, which includes the use of profanity, will be permitted as long as it does not become abusive towards any other player, or until it becomes so disruptive as to cause annoyance or hardship to the majority of the players on the game server.

Derogatory or slanderous language and comments about race, gender, sexual preference, religion, or creed is not to be tolerated. Warn the player and if they continue such behaviour, kick them from the server. If they come back and behave, they can stay and play.

It is NOT considered foul language when someone uses curse words to express minor frustration.

It is NOT considered foul language if they use the occasional 4 letter word in their conversations.

It IS considered foul language if they use a curse word as every other word in a sentence.

Anyone playing on our game servers have the right to ask other players, guests or members, to “watch their language” if they feel it is “too much”. AA:O Admin will not take any actions unless the limits of what constitutes foul language, as per above, has been crossed.

B. Abusive language

If a player is being verbally abusive to another player or if they are cursing at another player, after being warned by an AA:O Admin, take a screenshot and then kick them from the server. If they come back and act normal, then they can stay and play. If they resume the Verbal abuse, kick them from the server again, or issue a ban if you deem it necessary, as long as you have the documented proof.

Make sure it's truly abusive language. If they're just talking smack such as “you going to shoot me some time today, loser?” that's fine. If they're truly being abusive, kick them.

Accusing someone of being a “Cheater/Hacker” on in-game chat or trying to provoke someone suspected of cheating will be considered abusive and will be grounds for kicking. Admin should warn the person or persons first before summarily kicking offenders from 1VB AA:O server.

C. Abusive behaviour

If a player is being abusive to another player, take a screenshot and then kick them. If they come back and act normal, then they can stay and play. If they become abusive again, kick them from the server again, or issue a ban if you deem it necessary, this is at the discretion of the AA:O Admin.

Examples include harassing the sniper by flashing, smoking him out, etc... others include things such as constantly firing at the feet of team mates or smoking out a good hiding place.

D. Intentional killing of team mates / intentional sabotage of the game:

If you witness someone intentionally TK another player or intentionally sabotaging the game, you may kick them. If they come back and act properly, then let them stay and play. If they do it again, document what it is they are doing and if it is without a doubt another purposeful TK / sabotage, then ban them; but make SURE it was intentional.

If you are not sure the TK/sabotage was intentional but you suspect it, warn the player not to do it again.

E. Cheating

All suspicion of cheating must be proved with documentation in any/all way(s) approved by this SOP, before any AA:O admin action may be taken.

Approved forms of documentation are:

- Video captures with or without sound recordings
- In-game Screenshots showing cheating and/or actions taken by any authorized software used for catching cheaters (such as PunkBuster, MD5TOOL checks etc)
- Log files from the game server, showing player(s) being kicked for cheat violations.

If the AA:O Admin is unable to obtain video captures or other documentation to prove that one or more player(s) are cheating, a player can still be banned from a server if the following conditions have been met.

- i) All efforts have been made to gather proof via PunkBuster, Md5TOOL FRAPS screenshots and/or any other authorized cheat detection tool as per this AA:O Admin SOP, but with no conclusive result. This must have been done by at least two AA:O Admin.
- ii) At least two AA:O Admin agrees that the suspicions towards a particular player is strong enough to keep monitoring the player, in an attempt to establish if the player in question is cheating in any way.
- iii) At least two AA:O Admin, both spectating the same suspected player, agrees that the player in question, without any doubts, is cheating.

To be able to answer any/all disputes after such a ban/kick, it's vital that everything that went on prior to and during the ban/kick, is documented. An "AA:O Admin report" must be filed by both AA:O Admin involved in the kick/ban. This "AA:O Admin report" should contain as much information as possible, as to why the player was kicked/banned.

If possible, a recording of the TS conversation between the AA:O Admin at the time of the kick/ban should be made by both AA:O Admin involved in the kick/ban. As an alternative, all FRAPS captures should be recorded with sound so that the comments made by the AA:O Admin can be heard.

F. Use of exploits

If someone is using a known exploit in the game, issue a warning. If they continue to abuse this exploit, then kick them. If they come back and cease to use the exploit, then they can continue playing on our server. If they come back after the kick and continue to utilize this exploit, then ban them from server. However, before an AA:O Admin bans a player for repeated use of an exploit, be sure you document the exploit, and that they were kicked prior to the ban for continued use of the exploit.

5. We do NOT kick or ban a player for:

We do not kick or ban someone just because they don't agree with us or don't like us. If they are on the server and playing according to our rules, we have no reason to harass, or otherwise abuse the player. However, if they are abusive in the manner that they disagree with us or any other group on the server, then the rules about abusive or vulgar language apply.

We do not kick someone because we don't like their name. If their name is not offensive or vulgar leave them alone.

6. AA:O Admin powers may NOT be used to do anything of the following:

Harass or in any way make any persons game play un-enjoyable. If you are going to give a warning for something, then do so in a polite and decent manner.

Give out the position of anyone, no matter how badly you think they are cheating, acting or playing.

Remember that all the above rules apply to 1VB members as well, so if one should deserve it, they will be kicked and immediately reported to the Bn SCoC.

Any misuse of any AA:O Admin power/ability will result in that AA:O Admin being subject to a review board. This review board will be held by the AA:O Admin Cadre CoC and the B/3 Platoon leader. If the review board finds that it is a case of repeated abuse, it will lead to dismissal from the AA:O Admin corps. Any disciplinary actions taken against an AA:OAdmin will be reported to the platoon leader of that AA:O Admin.

7. Ban reviews

When a banned person sends an e-mail to banned@1vb.us or banned_BF2@1st-vets.com, there will be a review of the ban. This is not an attack against the integrity of the banning AA:O admin, this is due process.

If we have not received any complaint from a player that has been kicked/banned from our AA:O server, within 10 days of the incident, the kick/ban is automatically ruled as valid and not eligible for appeal.

Upon receiving the email sent to the banned@1vb.us account, the Senior AA:O Admin will request the evidence from the AA:O Admin responsible for the action in question to review it and with the assistance

of the Senior AA:O, Admin make a ruling. The documentation should then be uploaded to the Admin FTP site.

The ruling must be done within 5-7 days of receipt of email and it must be made in writing.

If the case is controversial, or the first review is not unanimous; the case will be forwarded to the Platoon Leader of B/3 for a final decision.

In order for Senior CoC to monitor review requests and responses, sr.coc@1vb.us will be sent a copy of the ruling of the case.

8. SUMMATION:

It is expected that each AA:O Admin exhibit a professional demeanour and use good common sense. These are to be considered the AA:O Admin Rules Of Engagement. Any changes to these policies must be approved by the Senior CoC.

Appendix I Admin checks

I. Americas Army Operations

The MD5TOOL checks provided by AASA, approved by the Sr CoC and Punk Buster (Even Balance) and Punk Buster server side screenshots (PBSS) will be the primary tools to detect and remove cheaters/hackers from our AAO game server. All log files created on our AAO servers are automatically sent to the AASA (Americas Army Server Admin) FTP site for safe storage.

These log files are checked by AASA and any player caught by a MD5TOOL check that can be verified as legit and correct will be added to the AASA ban list that we use on our AAO server.

A more detailed explanation of the checks and tool that is used on the (1VB) AAO game servers can be found in the document "[tools used on 1VB-AAO game servers.doc](#)".

1. Player(s) banned by Punk Buster

When/if a player is banned by Punk Buster, and it is witnessed by an AA:O Admin, **a screen shot of the ban should be taken.** This is "back-up" documentation in case something is wrong with the streaming of log files from the server.

2. Player(s) kicked/banned by the MD5TOOL checks

When/if a player is kicked by a MD5TOOL check, and it is witnessed by an AA:O Admin, a screen shot of the ban should be taken. This is "back-up" documentation in case something is wrong with the streaming of log files from the server.

3. Player(s) banned based on Punk Buster Screenshots (PBSS)

Punk Buster automatically take server side screenshots on the (1VB) AAO game server. The screenshots can be viewed via a webpage (<http://game.server.ipaddress/game.server.ipaddress/pbsvss.htm>).

If a PBSS showing the use of a cheat/hack is found, it should be saved on to your local PC, in its original *.png format. It should be e-mailed to the Senior AA:O Admin.
If the PBSS checks out and a cheater is detected, the player in question will be added to the AASA ban list.

4. Players banned based on video captures, screenshots or other forms of documentation.

If documented proof of cheating has been obtained, in the form of video captures, “non-PB screenshots” etc., the documentation needs to be saved on the local PC of the Admin that obtained the proof. Before the player in question is banned from our server, his/hers GUID must be obtained. This GUID will then be entered in to our own ban-list that we run on the (1VB) AAO game server.

5. What to do when cheating is obvious but documentation can't be obtained:

You **MUST** try to obtain video proof to go with the ban. **If, without a doubt, the player is cheating, one round of ghosting with video capture is enough. If there is ANY doubt the player is cheating, the player should be ghosted for at least three to five rounds with at least one video capture from each round before any action is taken.**

If the AA:O Admin is unable to obtain video captures to prove that one or more player(s) are cheating, a player can be banned from a server if the following conditions have been met.

All efforts have been made to gather proof via FRAPS and/or screenshots but with no conclusive result. This must have been done by at least two AA:O Admin.

At least two AA:O Admin agrees that the suspicions towards a particular player is strong enough to keep monitoring the player, in an attempt to establish if the player in question is cheating in any way.

At least two AA:O Admin, both watching the same suspected player, agrees that the player in question, **without any doubts**, is cheating.

To be able to answer any/all disputes after such a ban/kick, it's vital that everything that went on prior to and during the ban/kick, is documented. An "AA:O Admin report" must be filed by both AA:O Admin involved in the kick/ban. This “AA:O Admin report” should contain as much information as possible, as to why the player was kicked / banned.

If possible, a recording of the TS conversation between the AA:O Admin at the time of the kick/ban should be made by both AA:O Admin involved in the kick/ban. As an alternative, all FRAPS captures should be recorded with sound so that the comments made by the AA:O Admin can be heard.

Exploits not to be used

An exploit is taking advantage of a flaw, bug or mishap in the game, not intended to be there, to gain an unfair advantage over other players.

If someone is using a known exploit in the game, issue a warning. If they continue to abuse this exploit, then kick them. If they come back and cease to use the exploit, then they can continue playing on our server. If they come back after the kick and continue to utilize this exploit, then the offending player can be banned. As long as the procedure has been followed, and there is reasonable proof they were kicked

before for using exploits.

Examples:

- Players can hide in/behind bushes to be able to see through smoke
- On various maps there are “holes” where a player can go prone and either sink into the ground or go completely invisible.
- Hiding behind civilians to prevent Op For from shooting at them.

With these you have to be careful and **MAKE SURE** that they are exploiting it and are not just crawling by, hitting the spot and then start taking fire. If they're abusing it, then by all means, warn, and kick away.

6 Documenting an action taken

If a player is banned from the (1VB) AAO server, this action must be entered in to the AA:O Admin database. **No exceptions.**

Players kicked will be entered in the Kick/Suspect list on the AA:O forum.

*** **Remember 1st Veterans Battalion** reserves the right to make changes or exceptions to these rules if a player's conduct is disrupting "normal" game play