

Policy & Procedural Guidelines

(as of 2016 06.07)

BIG RED ONE LIVING HISTORY ORGANIZATION, INC.

ARTICLE I

ORGANIZATION AND PURPOSE

1. **NAME OF ORGANIZATION:** The formal name of organization is the **“BIG RED ONE LIVING HISTORY ORGANIZATION, Inc.”**. The abbreviation for the organization is **“BROLHO”**.
2. **INCORPORATION:** This organization is formed as a non-profit 501 (c) (3) organization. It will not sustain as an income bearing entity to any member. It is to be non-political, non-sectarian, non-religious, and non-discriminatory (based on historical data).
3. **PURPOSE:** The purpose of this organization is:
 - A. To promote a fuller understanding of American history from World War I to modern day, emphasizing the life of the men and women serving in the United States armed forces as well as their families and friends at home in the States.
 - B. To be an educational resource for the general public, private groups and organizations, local, state, and Federal agencies, chambers of commerce, schools, hospitals, nursing homes, museums, veterans organizations, historical societies, and other living history organizations.
 - C. To provide enjoyment of history through authentic living history displays, encampments, parades, cemetery ceremonies, reenactments, hands-on interpretive demonstrations and dialogue, lectures, workshops, and the dissemination of information.
 - D. To plan and organize, and assist in the planning and organizing of, such related events and activities, presenting them in a way that is enjoyable for both the public and living historian.
 - E. The organization portrays a variety of the units that were part of the 1st Infantry Division from World War I to modern day.
4. **FISCAL YEAR:** The fiscal year will be the calendar year, commencing on January 1st and ending on December 31st.
5. **Changes to the Policy & Procedure Document:** This Policy & Procedure Document is a “living” document subject to change as need. The elected board can make changes and present them to the membership as needed for approval. The membership can bring ideas for changes to the elected officials for consideration at any time.

ARTICLE II

MEMBERSHIP

1. **GOOD STANDING:** A member will be considered, “a member in good standing”, if their dues are current and they are in compliance with the organization’s rules and by-laws.
 - A. This means participating in at least 2 events in a calendar year. Participation means attending the event in at least period clothing, if not also participating in displays and reenactments. The unit secretary, through after action reports and event rosters will keep track of attendance and participation. Exceptions to this will be considered on a case by case basis by the elected officials.
 - B. Events considered for the above will be events that are listed in the “Upcoming Events” section of the unit web site.
3. **PROBATION:** Newly accepted applicants will be in a “probationary” status for the first full year. They will be assigned a member with at least 2 years membership as a sponsor. The sponsor will forward the new applicant to the board for approval at the end of the 1 year probation period. After that one year period, acceptance as a Unit Member will be considered based upon appearance, conduct, attendance, and attitude. Full unit Membership renewal is not guaranteed or automatic it requires the approval of the executive committee. Probationary members will not be eligible to vote or hold office within BROLHO. Probationary periods may be extended beyond the first year if deemed necessary by the board.
4. **TYPES OF MEMBERSHIP:** The following two (2) membership options are currently available:
 - A. **Unit Member:** Any person 18 years of age or over may apply to become a Unit Member by submitting a completed Application Form along with the payment for the Annual Dues.
 - 1) A Unit Member agrees that by signing the membership application form and having his or her probationary membership and permanent membership approved by the board, that he or she will recognize, adhere to, and conform to all of the requirements stated in the publications containing the policies, rules, regulations, and guidelines of the Unit, and as covered in US Army and War Department regulations.
 - 2) Membership within other units and clubs is totally acceptable.

B. Junior Unit Member: Any person over the age of 12 but under the age of 18 may apply to become a Junior Unit Member by submitting an Application Form along with the payment for the Annual Dues, as well as a unit Consent / Waiver Form which must have a signature of consent and release of liability from a parent, legal guardian or adult Family member with parental consent. Previously mentioned responsible person **MUST** be present at all events the Junior member attends, and **MUST** be a unit member as well. A Junior Unit Member has certain limitations and additional criteria required concerning attendance and/or participation at unit events. Unit Member requirements also apply to a Junior Unit Member. Junior members will be non voting members until they reach the age of 16, they will not be eligible to hold an elected position.

1) Weapons and Junior Members

- a) **Age 12-15** MAY be allowed to carry non firing replica firearms only, as part of their impression, providing they can demonstrate proper weapons handling. This is to be a privilege that is earned, not a given right for the young junior member!
- b) As applicable, age 12-15 may not carry any weapon or pyrotechnic, during any formal or informal “tactical” exercise. On a case by case basis 12-15 MAY be considered to help with crew served weapons during any formal or informal “tactical” exercise. Age 12-15 MAY also be permitted to handle live weapons for the purpose of training and familiarization under **STRICT** adult supervision.
- c) Age 16 and up will be allowed to carry blank firing firearms as part of their impression providing they can demonstrate proper weapons handling and a parent or legal guardian is present at the event.
- d) As applicable, age 16 and up will be allowed to carry any weapon, and may serve a crew served weapon, during any formal ‘tactical’ exercise, in accordance with any rules of the event being attended.

1) Participation in events by junior members – Non parental / non guardians ARE NOT BABY SITTERS!

- a) When you attend an event with a junior member as the responsible party for that junior member, you are expected to be responsible for that junior member. **DROPPING OFF A MINOR FOR A DAY IS NOT ACCEPTABLE WITHOUT PRIOR ARRAIGNMENTS, AND IS GROUNDS FOR MEMBERSHIP TERMINATION FOR THE JUNIOR MEMBER AS WELL AS THE ADULT INVOLVED!**

2. VOTING RIGHTS AND PRIVILEGES: Any Unit Member in good standing is entitled to hold an elected position on the Board of Directors, and is entitled to cast a single vote in any situation where a unit vote is required.

3. DENYING/TERMINATING MEMBERSHIP:

A. Grounds for Automatic Denial / Termination: A person cannot join the BROLHO if they meet any of the following criteria including, but not limited to:

- 1) Is a convicted Felon.
- 2) Advocates the overthrow of any local, state or federal governments.
- 3) A member performs an act that would be detrimental to the interests of the club.
- 4) Member Interferes with the BROLHO mission or purpose.
- 5) In the case of an expulsion, your dues will **NOT** be refunded!

7. OVERALL IMPRESSIONS:

BROLHO portrays a variety of units that are / were part of the 1st Infantry Division from WWI to present day. These impressions are drawn from the 1st Infantry Division and attached units as well, below are some examples.

1st Infantry Division Units:

- | | |
|---|---|
| A. 16th Infantry Regiment | K. 1st Medical Battalion |
| B. 18th Infantry Regiment | L. 1st Counter Intelligence Corps Detachment |
| C. 26th Infantry Regiment | M. Headquarters Special Troops |
| D. HHB Division Artillery | N. Headquarters Company, 1st Infantry Division |
| E. 5th Field Artillery Battalion (155mm) | O. 1st Infantry Division, Military Police Platoon |
| F. 7th Field Artillery Battalion (105mm) | P. 701st Ordnance Light Maintenance Company |
| G. 32nd Field Artillery Battalion (105mm) | Q. 1st Quartermaster Company |
| H. 33rd Field Artillery Battalion (105mm) | R. 1st Signal Company |
| I. 1st Reconnaissance Troop (Mechanized) | |
| J. 1st Engineer Combat Battalion | |

7. IMPRESSIONS REQUIRING SPECIAL CRITERIA:

- A. Medic or Nurse- To wear the Red Cross at an event or public display is not to be taken lightly. You will have people looking to you for First Aid sooner or later. Because of this it is preferred that you have passed a minimum of a basic First aid course and a basic CPR course as administered through the American Red Cross or the American Heart Association.**
- B. MP – Portrayal of an MP will bring with it the responsibilities that you may be working for an event. As an example, at the Reading event our MP's work for the airport currently (2010) and are assigned duties that they are expected to carry out without complaint. Duties may include, giving directions, dealing with lost children or property, controlling crowds, gate detail, etc.**

1) Criteria for MP Portrayal (Any one or more of the below list):

- a) 2 years prior reenacting experience in the BROLHO or 2 years prior reenacting experience with another reenacting organization.**
- b) Prior Law Enforcement experience OR Prior MP experience in the Military.**

ARTICLE III DUES

1. **PERIOD OF MEMBERSHIP:** The period of membership is for one (1) calendar year commencing on January 1st and ending on December 31st of each year. The exception would be - If an application is received after September 1st of a given year, the term of membership and the annual dues would be for the remainder of that year plus the entire next calendar year, so obviously this term of membership would be for more than one year.
2. **ANNUAL DUES:**
 - A. Will be the amount set by the board, and as agreed to by the membership by a unit vote, per year for an individual Unit Member.
Current Rates: \$25.00 Regular Member, \$15.00 for a Junior Member (2016 rate, and valid if you pay your 2017 dues before 1 September 2016)
As of 1 Sep 2016, \$50.00 Regular Member, \$25.00 for a Junior member (2017 rates)
 - B. Unit dues will be waived for members of the US. Military, U.S. Reserve's (Active, drilling unit only), or State National Guard. Further, said members will have full voting privileges irregardless of event attendance since their Military obligations may or may not hinder their participation in BROLHO events.
 - C. Dues may be waived for an individual or organization for a given year, for whatever reason, upon approval by the Board of Directors. This may include allowing experienced reenactors from other units fall in with BROLHO for events that said other reenactors home unit is not attending. This is in the spirit of "event attendance reciprocity". In the case of this happening, if BROLHO is running our field kitchen, it is up to the discretion of the elected officers, and the Mess Sgt. as to wether or not the non member will pay for meals in our mess. Dues are not refundable, in part or in whole.
 - D. Dues are payable for the upcoming calendar year any time during the last quarter of the current calendar year. **Payment made after 31 Dec. is considered delinquent, and subject to the following:**
 - 1) **You will be listed as inactive on the unit roster, and carried as such until 1 Feb. at which time you will be dropped from the BROLHO. You will then be required to start your membership process over again, as a probationary member, having forfeited any rank or position previously acquired.**
 - 2) **You will NOT be permitted to participate in the Battle of the Bulge reenactment at Ft. Indiantown Gap with the BROLHO or as a member of Company K, unless your dues are paid to the unit treasurer before the official staring date of the event.**

ARTICLE IV
BOARD OF DIRECTORS

1. **PRIMARY TASK:** It is the primary task of the Board of Directors is to create, maintain, nurture, and enforce a policy that is consistent with the goals and objectives set forth in the Articles of Incorporation and the By-Laws.
2. **MEMBERS OF THE BOARD:** The Board of Directors will consist of the following elected and appointed, non-voting members:

PRESIDENT: VOTING BOARD MEMBER

See by laws for duties

VICE-PRESIDENT: VOTING BOARD MEMBER

See by laws for duties

SECRETARY: VOTING BOARD MEMBER

See by laws for duties

TREASURER: VOTING BOARD MEMBER

See by laws for duties

Additional duties of the Treasurer:

- A) Is authorized to pay expenses of less than \$ 499.00 with Board approval. Expenditures of \$500.00 or more, that are NOT normal operating expenditures (other than Insurance, Blanks, etc.) must be voted on by the General membership. This vote can be accomplished by phone and or email, with the secretary tabulating the membership vote. A General or Special Membership meeting need not be called for an expenditure vote.
- B) Is authorized to maintain a "petty cash fund" of \$ 200.00 to purchase or pay for incidentals. An oral report on the status of that fund will be reported at each General Membership and Board Meeting. A written report with receipts is due at the end of each fiscal year (December 31st).

NON BOARD / NON VOTING POSITIONS:

TRAINING COORDINATOR: APPOINTED VOLUNTEER, NON-VOTING BOARD MEMBER

- 1) Will be responsible for ensuring that adequate instructional training classes concerning a myriad of subjects are conducted throughout the year.
- 2) Will prepare and continually review, revise, and prioritize individual and unit training needs scheduled on a written annual training calendar.
- 3) Will ensure that all members participating in a given event are briefed as to what their specific roles, duties, and responsibilities are for that day.

SERGEANT OF ARMS: APPOINTED VOLUNTEER, NON-VOTING BOARD MEMBER

- 1) Will ensure that all safety practices and policies are reviewed periodically, with concerns and issues arising from after-action reports from a given event or activity being addressed and appropriate changes implemented.

- 2) Will ensure that a detailed safety briefing will be given prior to any event or activity.
- 3) Will pro-actively ensure that safety and conduct rules, policies, and practices are known and adhered to by all concerned.
- 4) Will advise the Board of any Federal, state, or local legislature, laws, or ordinances, proposed or enacted, which would impact any of the organization or Unit events or activities.

PUBLIC INFORMATION OFFICER / MEMBERSHIP OFFICER: APPOINTED VOLUNTEER, NON-VOTING BOARD MEMBER

- 1) Will be listed on the unit web site at the official point of contact for the unit.
- 2) Will make announcements to the local news media concerning BROLHO participation in events.
- 3) Will receive membership applications and initial payments and forward applications to Board for approval or denial, and payments to the treasure.
- 4) Will distribute “New Unit Member” packet to new unit members.
- 5) Will maintain a list of existing unit members willing to assist new members as follows:
 - a) Ensure that the new member is informed of all club practices, rules, and conduct.
 - b) Provide a copy of the most recent newsletter, roster, and bylaws.
 - c) Assist the new member in acquiring an accurate impression by educating them on what is appropriate apparel and equipment
 - d) Introduce them to any members that they may not have met yet.
 - e) Ensure that the new member’s reasonable needs are addressed.
 - f) Answer any questions.
 - g) Fosters club pride and instill a positive attitude towards the hobby
 - h) Makes sure that the Sergeant at Arms has reviewed the new member before they handle firearms, no matter how proficient they may be.
 - i) Educate the new member that they have up to one year to complete their initial uniform kit.
 - j) While each new member is assigned a sponsor, it is every club members’ duty to make sure that the new member feels welcomed, has any of their questions answered, and develops an accurate impression.

- 2. TERMS OF OFFICE:** The term of office for the positions of President, Vice-President Secretary, Treasurer, will be for two (2) years each. The term of office for the remaining appointed Board positions will be at the request of the elected board.

No individual person may hold more than one of the elected board positions concurrently.

Should the need arise, an Elected official MAY hold any ONE of the appointed positions, concurrent to holding one of the elected positions. This will be until a qualified and willing replacement can be found for the appointed position.

All terms of office will commence on January 1st of a given year and will end two years later on December 31st.

ARTICLE V

ELECTION OF OFFICERS

REFER TO UNIT BY LAWS

- 1. RESIGNATION OF A BOARD MEMBER:** Any Board member may offer his/her resignation in writing to the President of the Board at any time. The Board will automatically accept the resignation. Should the President resign, he will do so in writing to the Vice President.
- 2. REPLACEMENT OF A BOARD MEMBER:** If a position on the Board becomes available due to a resignation, serious illness, death, or dismissal, the other 3 Board members will elect a replacement by unanimous vote. The newly elected Board member will serve for the remainder of that term.

ARTICLE VI

MEETINGS

- 1. BOARD OF DIRECTORS MEETINGS:** The Board of Directors will meet on an as needed basis when called for by the President or other elected official. Membership will be notified and invited to attend, or submit questions electronically or by mail a minimum of 2 weeks in advance of the meeting date. Executive session meetings can be held at any time by the board for the purpose of unit business. These meetings can be in person or by email and or electronic communication.

Any member of the organization in good standing shall be allowed to be present at, and, in addition, shall be allowed to verbally or in writing present a proposal for the Board's review and approval at, a Board of Directors Meeting. The proposal may or may not be allowed to be voted on that day, but may have to be tabled to the next meeting so that proper notice and further discussion is allowed.

2. GENERAL MEMBERSHIP MEETINGS

General membership meetings will be held at the following 3 events: Gap I (Battle of the Bulge event Ft. Indiantown Gap), Reading WWII Weekend, and the Eisenhower Farm event. Should any one of those events be canceled (By the event host / organizer, or BROLHO's attendance as a UNIT not happen for some pre announced reason.) the meeting to be held at that event will also be considered to be canceled as well.

Additional meetings can be called with all members of the organization receiving at least thirty (30) days notice prior to a General Membership Meeting being held outside of the 3 above listed meetings.

A quorum for a General Membership Meeting will be twenty 25% (percent) of members in good standing eligible to vote.

1. Amendments to the Policy and Procedure Guidelines may be proposed by any Club member in good standing and voted upon at one of the three annual meetings.

Changes to, or ratification of, the Policy and Procedure Guidelines: Passage of any proposed motion or the ratification of By-Laws shall require a favorable vote of at least fifty (51) per cent of voting members present at a regularly scheduled General Membership Meeting or a Special Meeting that has been called with at least a thirty (30) days notice given.

3. **PARLIAMENTARY GUIDE:** All meetings will be conducted, except as provided, by "Robert's Rules of Order, Revised."

Article VII

COMMITTEES

1. Committees may be appointed by the Board of Directors to work on issues as needed.

2. **Standing Committee:**

A. Promotion / Demotion / Expulsion committee (PDEC) will consist of 3 members in good standing.

B. Guidelines:

- 1) **Promotion in rank can only be obtained by the following means:**

- a) Be a member in good standing for a minimum of one (1) year.
- b) After a period of 2 years of membership, you will automatically become a PFC.
- c) Nominated to the promotional committee by a member or members in good standing.
- d) Promotions will also be considered on the merit of the promotion request, this information needs to be included in the promotion request write up.
- e) Reviewed and voted upon by the PDEC.
- f) Committee recommendations will be forwarded to club officers to be reviewed and voted upon.

- g) A passing vote shall consist of a 75% majority of the Board of Directors in favor of promotion in rank.
- h) Notification of promotion will be emailed to the unit and be posted in the unit roster, and will be effective immediately.
- i) Temporary promotions may be used to balance out Rank for certain events where and as needed.
- j) Our rank structure will mirror the appropriate TO&E(s) as closely as possible. Rank will also take into consideration Time in Grade (and or Time in the unit).
- k) Female Rank - Female personnel will start off as Pvt.'s. There will be one female in charge of all other female members at an event. The Senior female present will be in charge of the other females present, and will be responsible for the behavior of those under her command. Time in grade is considered in deciding highest rank present.
- l) Female members who are Nurses in the private sector have the option of portraying a Nurse within the BROLHO. They will be given the Rank of 2nd LT. to start, if they choose to portray a Nurse. And will fall under the BROLHO command structure as outlined above.
- m) Non – Nursing qualified women who wish to portray a Nurse will have to work their way through the rank structure the same way the male members do. They will also be required to meet the requirements of Membership section 7, Subsection A as a minimum.

2) Demotion in rank or Expulsion from the BROLHO can only be initiated by any of the following means:

- a) Resignation of rank can be done at any time with no ill recourse towards the member resigning as much or all of his rank as he or she so desires.
- b) A written request for forced demotion or expulsion with detailed information submitted to the PDEC. The person or persons under investigation will be provided all information regarding the investigation in real time. The person or persons WILL be given an opportunity to respond to the complaint.
- c) PDEC will investigate situation or complaint. Their findings and recommendations will be presented to the elected board to be reviewed and voted upon. A 75% vote majority of the elected board is required to proceed with recommended action.
- d) Notification of results will be emailed to the unit and be posted in the unit roster, and will be effective immediately.

Article VIII

FORBIDDEN ACTS

Safety is our number one priority.

All BROLHO members are responsible for their own safety, as well as the safety of others. It is requested that all members use common sense. In the technology age we do not want to end up being the bad example.

Violations will be subject to review by PDEC & or the Elected Board.

1. DRUG AND ALCOHOL POLICY

- A. Public drunkenness is not acceptable. There are events that do not allow alcohol on premises, so please try to abide by the guidelines of the event.
- B. Providing alcohol to minors (those under the age of 21 years) is prohibited by law, and is unacceptable.
- C. Abuse of over-the-counter, prescription or illegal drugs is prohibited. (Side effects related to medications treating legitimate medical conditions will NOT be considered abuse, and therefore will not jeopardize the membership of the person in question.)
- D. If a member is found to be acting "under the influence" he/she will NOT operate weapons, or motor vehicles.

2. MOTORIZED VEHICLES:

- A. All motor vehicles must be driven by a licensed driver, regardless if used on or off road.
- B. Proper liability insurance is mandatory and required in vehicles at all times.
- C. All vehicles must pass a safety check of braking system to participate in the event.
- D. **ABSOLUTELY NO IGNITABLE DEVICES ARE TO BE THROWN OR FIRED INTO ANY VEHICLE. NOTHING, NO MATTER WHAT, IS TO BE THROWN AT THE DRIVER.**
- E. Vehicle Operators must adhere to all federal, state and local vehicle regulations when not in the tactical area.

3. WEAPONS

- A. A weapon is not to be fired directly at anyone closer than 5 yards.
- B. No live ammo is to be brought to any event. Exception: Live fire events.

- C. No one may fix any bayonet to a weapon during a tactical.
 - D. Military Simulators (artillery, etc.) can be used in staged spectator events, under the supervision of an approved Safety Officer, in a controlled area.
 - E. No member shall make "home made" bombs from blanks or other material, other than sanctioned by the BROLHO for tactical or living history events.
 - F. Blank cartridges are not to be thrown into a fire.
 - G. The Sergeant of Arms, or a designated member, will review cartridges at each event.
4. A member shall not perform an act that would be detrimental to the interests of the club.
 5. Event registration – Common sense. If you register for an event as a member of the BROLHO, you will be required to participate at the event with the BROLHO.

**Refusal to follow proper safety procedures can result in possible removal from an event.
SAFETY IS OUR TOP PRIORITY!!!!**

ARTICLE IX

DISSOLUTION

1. The members in good standing may end the club's existence by a 60% majority vote.
 2. Written notice of the meeting where dissolution of the club is being considered shall include a specific reference to this matter.
 3. The club's existence will terminate upon a majority vote of all members in good standing.
 4. Written notice of the decision to dissolve the club shall be given to all members in good standing.
 5. All equipment owned by the club will be sold off for fair market value with members in good standing being offered first chance for the item(s).
 - A. If more than one member in good standing wishes to purchase an item, then an auction will be held.
2. Payment shall then be made of all liabilities of the BROLHO.

AUTHENTICITY STANDARDS - WWI to MODERN DAY

Rev. N (09.19.2015)

The Authenticity Committee is made up of the elected officials with input from several other knowledgeable members on a case by case basis. The following standards have been devised for the unit to abide by. The standards are active, which means that they will be periodically revised to better enhance the BROLHO in ALL periods of reenacting.

Authenticity is defined as being genuine or real. This implies not only having authentic equipment, but also looking and acting the part. We need to know how to understand formations, manual of arms, proper treatment of officers (saluting and speaking respectfully, and obeying commands), in the spirit of the soldiers of the time period being portrayed.

Our organization portrays a variety of units that were/ are part of the 1st Infantry Division during all periods of the 1st Division's existence. However, we still need some sort of guidelines for our unit members to use when putting together an impression. As long as you are a member, you are to abide by these standards. When diversifying a display, check with the Authenticity Committee to make sure your display falls within our goals as a unit. This will be an Authenticity Committee group decision/vote, not a one-person approval.

While some of the information below may come across as harsh, please keep in mind that this is NOT a "cheap" hobby. In fairness to members who spend \$1000's of dollars for their impression we do not want to ruin it with obvious post war Farby (historically incorrect items) items!!

Further, as a member of BROLHO, we expect you to present yourself in a soldierly fashion. This means buttons buttoned, shirts tucked in, correct uniform for the time period or event you are attending being worn correctly.

We are starting this section off with information on WWII, other periods will be added as time and information allows.

We use the following 2 volume book set for WWII by Henri-Paul Enjames as reference for what is correct and NOT correct. BROLHO owns both books and tries to have them available at major events.

GI Collector's Guide: Army Service Forces Catalog, U.S. Army European Theater of Operations
GI Collector's Guide, Vol. 2: U.S. Army European Theater of Operations

WWII:

Women in WWII Reenacting, a brief note: When participating in static or living history events, women are to be portrayed as they were assigned in WWII. Women can participate in tactical's if they reenact the part of a partisan, not an American GI. Women can also observe a tactical as a war correspondent. See the Authenticity Committee members for ideas, suggestions, and/or approval for ways of reenacting. Nurse's Corp and WAC information is listed further below.

General Note: Original equipment, approved reproductions, approved post war dated, and approved foreign items can be used. If the items are for display, where you can see the dates, then only original WWII dated or approved reproductions are acceptable. An example would be having a post war dated canteen in the cover as opposed to the outside of the cover where the date can be seen.

During your first year of membership (Probationary year) 10 Foot Rule: This is a general rule we plan to use whereas if a new member looks good from 10 feet away, then they're OK with their impression. Experienced members (Sgt. At Arms, PIO and other long time members) will help you fine tune your impression. Feel free to contact any of them PRIOR to obtaining ANY part of your impression to get the benefit of their experience (Firearms included).

FM 21-100 Soldiers Handbook, July 23, 1941: (required) this is the standard handbook issued by the army describing everything from army ranks to first aid. WWII dated books are readily available.

Personal Appearance

Haircut: Is to be short in neck area and sides so that it does not touch the ears. Top may be longer, but not long enough to cover the eyes.

Facial Hair:

1. It is preferred to be clean shaven
2. Mustaches: must not protrude past the corners of the mouth
3. A few days growth (front line scruff) is permissible at certain events such as a tactical or living history displays. Use proper judgment for this appearance because it can get out of hand quickly.
4. No beards, goatees, or long side burns unless for medical reasons, which you should notify members of the Authenticity Committee if you have such a condition.

Body piercing's: All visible body piercing's of any kind must be removed or hidden.

Tattoos: Period tattoos on arms and chests are ok, but should only be uncovered when a shirt is removed. Non period tattoos need to be covered at all times.

The use of uniforms within BROLHO will be as follows:

If an event has not indicated a specific time period, then we will reference the month and year, either 1944 or 1945 as applicable.

Basic Impression; Early war November, 1942 through May, 1944

All web gear should be khaki color for early war impression. Entrenching tools are strongly encouraged.

Basic Impression; Mid War From D-Day, June, 1944 through August-September, 1944. Note:

After D-Day, the GI sometimes began to “mix and match” their wool uniforms with HBTs (wearing HBT trousers with a wool shirt or an HBT shirt with wool trousers, etc.) in combat. M-1943 folding entrenching tool was issued to some of the troops for D-Day, so these may now be used. Also the new dark green web gear was just starting to be issued. The troops were still wearing predominately khaki web gear, but specific items such as a shovel cover or canteen cover could be dark green. Entrenching tools strongly encouraged.

Basic Impression: Late War August-September, 1944 through December, 1944. Note:

By this period of the war, the new M-1943 field uniforms and gear were being issued to the troops on the line in greater and greater numbers. The new M-1943 field jacket, the M-1943 cotton and wool (dark brown instead of mustard colored) field trousers and the new M-1943 combat (double buckle) boots were beginning to be issued and were being worn right alongside the old style uniforms. The dark green web gear was also becoming more common, as were the M-1943 folding shovels. Also many GI's were dropping the M-1928 haversacks (infantry packs) in favor of wearing the M-1936 combat suspenders with the M-1936 canvas field bag (musette bag). Entrenching tools strongly encouraged.

Basic Impression: Very Late War December 44 or January 45 through May, 1945. Note:

During this period of the war, the M-1944 helmet nets with the green elastic band were beginning to be issued. The M-1943 cotton field trousers and the dark brown wool trousers were much more common. The M-1943 field jackets were now more common than the earlier pattern “41” field jackets. Dark green colored web gear was more common as well. The dark green M-1944 and M-1945 packs were being issued, and the M-1943 double buckle boots were much more common than the “rough outs” with leggings. Entrenching tools strongly encouraged.

Basic Uniform Requirement - This should be the FIRST Uniform you obtain to participate with BROLHO!

1. Wool Garrison (Overseas) Cap with proper piping or no piping, see below.
2. M1937 Enlisted Men's OD Trousers
3. M1937 Enlisted Men's Flannel OD Shirt
4. Enlisted Men's Web Belt, M1937
5. Service Boots: see below.
6. Leggings, M1938 when wearing ankle boots, or Jump Boots.
7. Under shirts: Undershirt, Cotton, Summer, Sleeveless (Tank top style), Olive Drab, or Under, Winter, Wool, in White or Olive Drab.

NOTE: During WWII “T” shirts as we know them did not exist for U.S. Army use. They were made differently, and were NOT issued to the U.S. Army as far as we know! The USMC did use them along with the US Navy. IF you MUST wear a “T” shirt: They were tight fitting and the sleeves rode up your arm, they were short. They did not have the thick neckband like modern t-shirts. The neck opening was much larger. The material was much thinner. Remember, clothes during the 40’s were form fitting! That was the fashion even with civilian clothing. The closest thing that we have seen to a 1940’s style crew neck is the Haines Her Way. **It needs to be Olive Drab, WWII color, NOT the modern Brown/Green that the current US Army wears!!!**

Head Wear

Jeep Cap:

1. Original
2. Reproduction with tight weave Six Panel version (non Korean War version)

Note about the overseas cap: piping is preferred but not required. If piping is used, it should be representative of your branch insignia (Infantry, MP, Medical, etc.), with appropriate Distinctive Unit Insignia (D.U.I.)

HBT Cap: should be the “short brimmed” WWII style or Daisy May.

M1 Helmet:

Front or rear seam steel pot must have sewn-on straps (no metal clips permitted).

Can have fixed or swivel bales

Can have smooth or cork finish, but should be a dark OD paint (TM 9 Ordnance shade #8 is the correct WWII color)

Can have large or small holed netting, scrim, burlap, rubber band, or white cloth for camouflage.

Can have the outside painted with 1st Division, MP, Medic, Chaplain, or Officer Insignia. The back of the helmet should have the vertical stripe of a CO, or horizontal strip of an NCO if applicable.

M1 Helmet Liner:

Preferably a WWII liner, especially for display, but can use a post war or foreign liner in the field and encampment as long as no one can see it under the helmet. Liner chin strap is required.

Uniforms

Field jacket:

1. M-1941
2. M-1943
3. HBT’s (aka Fatigues), 1st, or 2nd pattern with metal 13 star buttons

Trousers:

1. 18 oz. wool serge M1938 type - (Not post war Korean issue type)
2. HBT: M41, M42, with metal 13 star buttons

Socks: should be OD when wearing Class A or Class B, white sweat socks are fine as long as they’re hidden.

Tie: khaki and tucked in the shirt between the 2nd and 3rd button hole, worn with Class A or Class B uniforms

Basic Field Gear

Pistol Belt – when armed with M1 Carbine, Submachine Gun, Pistol, shotgun, Medic

Cartridge Belt – M-1918, M-1923 when armed with M1 or M1903 Rifle

M-1937 BAR Magazine Belt when armed with M1918 Browning Automatic Rifle

M-1910 or M-1928 Haversack (preferred)

M-1910 Canteen: aluminum or stainless steel with metal or plastic cap

M-1910 Canteen Cup: aluminum or stainless steel

M-1910 Canteen Cover

M-1936 Field Bag (Musette)

M-1936 Combat Suspenders

M-1943 Pack

General Purpose Ammo Bag

Shelter Half with pole and stakes

Gas Mask Bag: M1A2 (early kidney) or M6 (late "light weight" style)

Entrenching Tool: M1910 "T" handled or 1943 Swivel Head

Pick/mattock: M1910

Wire cutters: M1938

Hatchet (Small Axe): M1910

Packboard

Mess Kit: with GI issued knife fork and spoon

First Aid Pouch: doesn't need to have a bandage, but shouldn't look flat. (It is highly recommended that you store your medical information card in this pouch for easy location.)

Foot Wear: (Shoestrings should be the "flat" cotton style.)

Ankle length boots: rough out or smooth, Type II Should be your first style of boot, if you need or want ankle support see Jump Boots below.

Type II (aka, "Service Shoes", or "Shoes, Service, Composition Sole") - Most versatile

Type IIIa (aka, "Captoe Roughouts", or "Shoes, Service, Reverse Upper") - RARE

Type IIIb (aka, "Roughouts", or "Shoes, Service, Reverse Upper")

Combat Boot (aka, "Double Buckles", or "Boots, Service, Combat") - **(As a historical note, these were not worn in the 1st Division before August 1944)**

Note: **Rough out boots and Combat / 2-Buckle boots MUST be "Dubbed"!!!** GI dubbing will darken and water proof your boots, as will Snow Seal. This is not just because it was done "back in the day", it is also to help keep your feet DRY!!

Jump boots: with leggings, as a substitute for Type II shoes.

Boots for snow or wet conditions:

4 or 5 buckle rubber overshoes

Shoe packs

Low quarter shoes: for Class A, Class B, or barrack dress

Insignia:

1st Division Patch: worn on left sleeve ½ inch from top seam, on wool shirts and all jackets/coats.

No other patches are permitted on the right sleeve.

Rank: worn half way between shoulder and elbow on both sleeves of wool shirt and all jackets/coats.

Everyone starts as a private.

Branch Disc: worn on left collar and U.S. Disc worn on right collar on Class A coats/jackets

D.U.I. Pin: worn on overseas cap on left side. (also worn on lower part of lapel for EM and on Shoulder Tabs for Officer's Class A uniform)

Encampment/Sleeping

Sleeping Bag: need not be WWII, but if it isn't, cover up with a blanket or use a military sleeping bag shell.

Wool blanket: at least (2), OD

M-1936 Bed Roll

Barracks Bag

Laundry Bag

Duffle Bag

Footlocker

Cot: wooden frame, OD or khaki canvas cover preferred (if not canvas, then cover fabric with a blanket)

Weaponry

Prior to obtaining your first Weapon, PLEASE, PLEASE contact the Sgt. At Arms or any long time member, as they can give you VALUABLE information on your future purchase of a correct Weapon, and hopefully steer you in the right direction!

I. Edged:

- A. Bayonet: 1905 "Springfield", 1905/42 "Springfield" (converted 1905), 1942 Springfield", M1 Garand, P-14 or P-17 for Military Shotgun
- B. Trench knife
- C. Fighting knife

II. Firearms: (long barreled): no light colored birch stocks, must be stained dark walnut or equivalent.

- A. M1903, M1903A3, Bolt action
- B. M1 Garand, semi-automatic rifle
- C. M1 Carbine with flip sight and no bayonet lug - **We have found that the .30 carbine made by Universal Firearms (1960s & 1970's) is NOT safely blank adaptable!! We are still exploring the use of some of the new .30 Carbine clones that are being made as of 2015. Howa carbines seem to work well.**
- D. Browning automatic rifle (semi-auto)
- E. M1 Thompson sub machine gun (semi-auto)
- F. M3 Grease Gun, sub machine gun (semi-auto)
- G. Shotgun Military Winchester 12 ga w bayonet lug (MP's & Guards)

III. Pistols:

- A. M1911, M1911A1 (semi-auto, Cal 45)
- B. M1917 .45 Cal Revolver (Hog's leg)
- C. "Captured " enemy pistol, but not in formation
- D. S&W 38 Cal Revolver (Victory Model) or Colt 38 cal Revolver
- E. Colt 1903 Hammerless Auto Pistol in 32 or 380 Cal

IV. Slings & Holsters: Brown Leather or canvas appropriate to the weapon

Vehicles

No post war vehicles without EXTENSIVE modification to make them look like the WWII vehicle they are mimicking! This means NO CJ2A's painted green, unless the grill, windshield and hood have been changed, along with the tailgate being removed and the fuel fill being hidden or changed. This is just a short list for the jeep, there are probably more things to do, so save yourself some aggravation and buy the correct jeep to start with, or buy a reproduction CJ/MB body tub. The same can be said for the post war Bantam trailer, it is NOT acceptable without extensive modifications. The post war Dodge M37 CAN NOT BE MODIFIED ENOUGH TO PASS! Also not acceptable are the "Fat Man" MB /GPW body tubs!

Tentage

We are striving to switch to ONLY using period correct canvas. This means no GP Small, GP Mediums, M1945 command post tents (issued too late to see use in the ETO from our research) etc!

The following tents are acceptable:

TENT, SHELTER (OLD TYPE, ONE OPEN END) - Dog Tent aka shelter half's
TENT, SHELTER (NEW TYPE BOTH ENDS CLOSEABLE) - Dog Tent aka shelter half's
TENT, FIRE-RESISTANT, WALL, SMALL, O-D or Khaki - 8'10"wide X 9'2" long
TENT, FIRE-RESISTANT, WALL, LARGE, O-D 14'6" wide X 15' 2" long
TENT, FIRE-RESISTANT, STORAGE, O-D 17'10" wide X 20'5" long
TENT, FIRE-RESISTANT, SQUAD, M-1942, O-D, 16' wide X 32' 9" long
TENT, FIRE-RESISTANT, PYRAMIDAL, M-1934, O-D 16' X 16'
TENT, FIRE-RESISTANT, COMMAND POST, M-1942 O-D 7' wide X 11'10" long
TENT, FIRE-RESISTANT, MAINTENANCE, SHELTER 18'2" wide X 26' 2" long

OPTIONAL ITEMS - expanded from the above basic items

Cold Weather Uniform

Tanker Jacket (AKA winter combat jacket, along with the winter combat pants (Tanker Bibs) and the winter combat hat (AKA tanker hat)

Mackinaw: all 3 styles

Parka

Enlisted Man's Wool Overcoat

ETO Wool Jacket: (This coat was issued to the BRO)

4 Buckle Rubber Overshoes: (galoshes)

Shoe Packs

Vest, Knitted OD: V-neck or crew neck

Sweater, Knitted OD: 5 button and V-neck. If brown post war is used, it must be under a coat.

Scarf, wool OD

Gloves: wool OD with or without leather palms, Brown Leather with Wool OD Inserts

Mittens: wool OD with shooting finger

Leather work gloves: smooth light brown, similar to GI gloves issued to maintenance personnel

Various head covers are OK to wear under the helmet as long as they're period correct. Examples: winter tanker helmet, M41 or M43 hood, wool knitted balaclava, gas mask hood

Raincoat: Enlisted man's dismounted raincoat

Current research shows that ponchos were not issued to the 1st division prior to the end of WWII

Personal:

Shaving kit: with items similar to those of the WWII era. Many soldiers used civilian items from home such as shavers, shaving brushes, toothbrush, etc.

Sewing kit: volunteers back in the states made many of these.

Towels and washcloth's: should be OD

Knives: M3 Combat/Trench Knife, WWI brass knuckle trench knife, signal corps pocketknife, airborne pocketknife, various pocket and hunting knives from that era. Can also use pocket knives liberated from the enemy in the field, but should not bring to formations.

Cigarette Lighters: WWII era/style Ronson, Zippo, or liberated enemy models

Wrist/pocket watches: GI issued original/repro models, civilian style watches from that era. No modern watches!

Eyeglasses: wire-framed WWII GI issued P3: made by American Optical (Ful-Vue) or the round frame model, (Windsor Style)

Dog Tags: notched WWII design, Original Style Chain or Cord Style Preferred

P38 can opener

Class A Uniform

Enlisted Man's Service Cap

Service Coat: 4-pocket coat

Ike Jacket

Low Quarter Shoes

Class B Uniform

Same as basic uniform, only with a tie and without leggings.

Low quarter shoes, but can also wear ankle length and Jump boots as long as the pant legs cover them.

UNITS PORTRAYED: All follow the basic uniform requirement and personal appearance described above

26th INFANTRY REGIMENT, COMPANY K

Light Blue Piping on overseas cap

26th Infantry Regiment D.U.I.



1st MILITARY POLICE Platoon

MP Brassard: Worn on left arm

Big Red One Insignia painted on front of helmet

Yellow MP markings painted on helmet (Divisional MP's)

Yellow and Green piping on overseas cap

Brown Wooden Club, Policeman

Brass Whistle with chain (OD Plastic Whistles issued in 1943)

1st Military Police Platoon D.U.I.



1st CAVALRY RECONNAISSANCE TROOP (mechanized)

Yellow Piping on overseas cap

D.U.I.:



701st ORDNANCE LIGHT MAINTENANCE Company

Suit Working: One piece Herringbone Twill (HBT Coveralls), 13 star buttons

HBT Mechanics Cap: should be the "short brimmed" WWII style

Crimson & Yellow Piping on overseas cap

701st Light Ordnance D.U.I.



1st ENGINEER COMBAT BATTALION

Red and White Piping on overseas cap

1st Engineer Combat Battalion D.U.I.



1ST MEDICAL Battalion

Red Cross on White Brassard worn on left arm

Crimson and white piping on overseas Cap

1st Medical Co D.U.I.



1st Signal Company

Orange and white piping on overseas Cap

1st Signal Company D.U.I.



Female Impressions: Women's Army Corp (WAC) and Army Nurse's Corp (ANC)

Basic Uniform Requirement

1. **HBT shirt**, thirteen star buttons
2. **HBT pants** with adjustable button closure on each side of the waistband, 13 star buttons
3. **Field boots** with or without leggings
4. **Wool knit cap, Daisy May Hat, or M1 Helmet without a net.**

All other items are the same except anything that's weapon related.

For further reading/research, see the following web sites:

<http://www.blitzkriegbaby.de/>

<http://www.hardscrabblefarm.com/ww2/index.htm>

http://www.olive-drab.com/od_soldiers_clothing_combat_ww2_waac.php

<http://home.att.net/~steinert/>