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CENTRAL INTELLIGENCE AGENCY

INFORMATION REPORT

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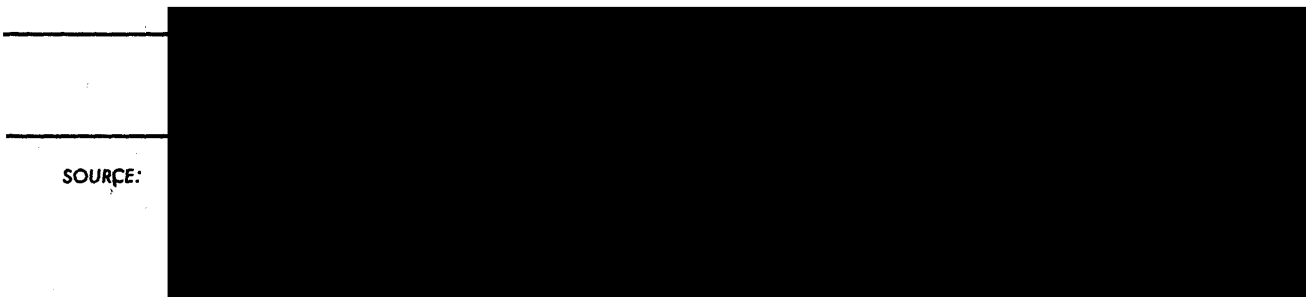
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COUNTRY	USSR	REPORT NO.	[REDACTED]
SUBJECT	Activities and Duties of Soviet Army Personnel according to the Soviet Army Manual and Regulations	DATE DISTR.	24 November 1953
DATE OF INFO.	[REDACTED]	NO. OF PAGES	12
PLACE ACQUIRED	[REDACTED]	REQUIREMENT NO.	RD
		REFERENCES	

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SOURCE:

1. The Soviet armed forces have the following manuals and regulations which govern the conduct and military activity and training of servicemen in all departments of the army.
  - a. The manual of the internal service of the armed forces of the Soviet Union is known in short as UVS-48. This manual is on internal order in a regiment and its subordinate units and the duties of the servicemen.
  - b. The manual of garrison and guard duty, 1950, is known in short as UGS-50. This manual is on the duties of officers, the head (nachalnik) of the garrison, and the garrison commander, and also the regulations governing garrison and guard duty and the procedure for parades and military honors.
  - c. The manual on disciplinary duty, year unknown, was authorized in 1940 by Marshal Timoshenko. The manual defines the disciplinary rights of a commander and a nachalnik, the procedure for serving reprimands, encouragement, and rewards upon servicemen.
  - d. Line regulations for the infantry, (the short form of which source does not know), defines the conduct of servicemen in the lines and the interrelationships between servicemen.
  - e. Regulations on physical training, 1949, governs physical training of the soldiers.
  - f. The artillery training course defines the rules for artillery training, carbines, machine-guns -PP Sh (Shpagin machine-carbine), PPD (Degtyarev machine-carbine), TT pistols, and Nagant revolvers.
  - g. Regulations for the artillery, which is abbreviated to NSD-39, describes study, care, and upkeep of artillery weapons.

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- h. Regulations on care and upkeep of submachine guns PPD and PPSH....
  - i. Regulations governing care and upkeep of pistols TT and Nagant revolvers.
  - j. Regulations on use and care of hand grenades RG-42, F-1 (high-explosive, egg-shaped hand-grenade), RGP-43, and RGD hand-grenades.
2. The internal order in a regiment is determined by the manual on internal service (UVS-48) and by the orders of the regimental commander. The regimental commander organizes a routine for the day, which must include eight hours of work for each day of the week, one hour of rest daily, seven hours of sleep, one hour of free time, and two hours for politico-group work and self-study for the servicemen.
  3. Each Saturday there is a parkovyy den (clean up day) in the sub-units of the regiment. This day is spent cleaning and caring for the arms and machines, and also cleaning of the premises occupied by the unit. On Saturday six hours are given up specially to the cleaning of the materiel and the rest of the time the premises are put into order. There is no special disciplinary work on Saturday.

#### Daily Routine in the Soviet Army

4. The rising time in winter is 0600 hours and in summer 0500 hours. Soldiers are given five minutes to get up. After rising, the men go through setting-up exercises out-of-doors without shirts for 20 minutes. After setting-up exercises comes toilette (25 minutes during which time the serviceman washes, makes up his cot, cleans his boots. Then morning inspection is held (10 minutes) during which the soldiers of all sub-units of the regiment line up, and warrant officers together with the unit commanders inspect the soldiers and their personal arms, gas-masks, and equipment. At 0700 hours work or study is begun, in accordance with the schedule. The usual work period is 50 minutes, followed by a 10 minute break. At 0900 hours all the soldiers line up in companies and are led by warrant officers to the soldiers' mess. Breakfast lasts a half hour. The soldiers usually get soup (macaroni with meat) or buckwheat porridge, or barley porridge, or boiled macaroni with meat; black bread - 200 grams - and gray bread - 100 grams, and tea with sugar (25 grams). After breakfast, at 0940 hours the sub-units are lined up in companies and proceed to their work.
5. At 1000 hours work is started and lasts until 1600 hours, that is, until dinner. At 1600 hours, the sub-sections of the unit proceed in formation to dinner. The personnel of the regiment is usually divided into two to three shifts, one-half hour to a shift. Dinner lasts until 1700 hours, after which an hour's rest begins, during which the enlisted men lie down to rest on their cots, first having taken off their outer clothing.
6. At 1800 hours they rise again and clean their personal arms, for one-half hour. From 1830 until 2030 hours politico-group work and individual study takes place. During this time there are Party and Komsomol meetings, lectures on political themes, or reading of important newspapers. The soldiers also have to prepare themselves for their work in various disciplines at this time. Politico-group work usually takes place in the politico-group work room, which was formerly called the Lenin room.
7. From 2030 until 2130 hours the servicemen have free time, during which a soldier may put his uniform in order, write home, or read a book. From 2130 to 2200 hours there is supper, of kasha (cereal porridge), bread (200 grams), and tea.
8. After supper preparations are begun for the evening roll call, which begins at 2225 hours. During roll call, each sub-unit lines up in its barracks or out-of-doors, and the warrant officer of the company (if the roll call is in companies) calls off the soldiers from a list. After roll call the soldiers take a walk and sing, and at 2250 hours get ready for bed. At 2300 hours, bed. This routine is given only as an example, and the regimental commander has the right to vary it somewhat.

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The Trooping of the Soldiers of the Regiment

9. The sub-units of the regiment line up in formation on the parade ground of the regiment, or, if in camp, at the front boundary line of the camp. The officers' administrative staff of the regiment usually forms on the right flank. Among the administrative staff are: assistant to the chief of staff, head of the secret section of the regiment, the Party organizer for the regiment, secretary of the Komsomol organization of the regiment, the officer in command of the chemical department of the regiment, the officer in command of the finance department, the regimental doctor, the officer in charge of the pharmacy, the officer in charge of the club, the officer in charge of OVS (clothing supplies), the officer in charge of PFS (food supplies), and the head of communications.
10. About three steps from the officers' administrative staff for the regiment, the platoon of the regiment administration, usually with the platoon commander of the regiment administration, forms in four ranks. The platoon of the regiment administration includes the intelligence section, communications, and wireless communications.
11. At the same distance, and also in four ranks, the training unit, usually with the officer commanding that unit, takes its place. In the infantry this sub-unit will be the training company, and in the artillery such a training sub-unit is called a training battery. The training sub-unit is usually composed of 80 to 90 persons, soldiers and sergeants. The training company is divided into four platoons of which three platoons are artillery and one platoon PTR (anti-tank weapons). The commanders of the platoons of the training sub-unit are lieutenants and senior lieutenants. The commander of a training company is usually a major, and his deputy a captain. The training sub-unit prepares junior commanding officers for specialized duties in the infantry, as commanders of detachments or PTR (anti-tank weapons) commanders, and in the artillery as officers in charge of ordnance or commanders of machine gun squads. The training period is about eight months.
12. After the training company (or training battery, in the artillery), the first company of the first battalion, usually with the battalion commander and the commander of first company, line up in four ranks. Further along, the second and third companies of the first battalion and the machine gun company of the first battalion line up. The second and third battalion of the infantry regiment line up in the same order. The service platoon (drivers, cooks, those in charge of stores, and others) line up on the left flank.
13. During parade, the deputy to the commander of the regiment for the line unit marches past the sub-unit of the regiment, accompanied by the officer on duty for the unit and checks on the readiness of the unit commanders. He checks on whether the unit commanders have work schedules and finds out whether the soldiers and sergeants are ready for their duties and what the duties are. The deputy commander of the regiment for the line unit also inspects the appearance of the soldiers and sergeants. After inspection for the morning parade, the regimental commander or the deputy to the regimental commander for the line unit sends the sub-unit to their duties. Work begins at 1000 hours.

The Manual of Internal Service

14. This manual defines the obligations of the soldiers. A soldier is required to know and always to feel that he belongs to the armed forces of the USSR and to carry with pride the designation of soldier of the great Soviet Union.
15. A soldier is required to be clean and dressed according to the regulations. A soldier is required to honor his military oath of allegiance, to perfect his knowledge, to guard his military supplies, to maintain military secrecy, to respect his superior officers, and to obey readily all orders of the commanders. A soldier is required to know the last names of the whole direct leadership.

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16. The duties of a sergeant are as follows: a sergeant is required to know the first and the last names of the soldiers under him, their height, education, leanings, and capabilities; and is required to train his soldiers according to the requirements of the manuals and regulations of the Soviet armed forces. Soldiers and sergeants may use only the formal form of address with each other, even when they are not on duty. A sergeant is responsible for the military and line training of his section. A sergeant is required to tell his superior officers of the morale and needs of his subordinates. A sergeant must commend his soldiers at times and punish negligence and lack of conscientiousness.
17. All the personnel of the company is under the warrant officer. He is directly in command of the soldiers and sergeants of the company. In the absence of a company (battery) commander, he is in complete charge of the company.
18. A warrant officer has to know the whole staff of his unit. He must conduct the morning inspection of the company personnel and the evening roll call, and report the result to the company commander (battery commander). The warrant officer has to see to the food and clothing supplies of the soldiers under him. He carries out the following duties.
- a. Daily, toward 1200 hours, he presents to the unit staff (or battalion or regimental staff) a stroyevaya zapiska, (morning report) in which the names of those present among the personnel (enlisted and sergeants) in the company, the names of sick soldiers and sergeants, the names of those who are on missions, and of those who have been transferred to other units appear. The warrant officer must also include in the stroyevaya zapiska the number of arms and military machines in the company (battery).
  - b. The warrant officer keeps a journal listing the incoming documents, which arrive from the staff (of the battalion or regiment). The documents are the following:
    - (1) The daily schedule, authorized by a higher commanding officer.
    - (2) A schedule of the duties of the sub-unit, and the detail duties of the sub-unit.
    - (3) The plan for the parkovyy den (clean-up day, Saturday)
    - (4) The plan for the day of rest.
    - (5) The plan for political information. (politinformatsiya).
  - c. The warrant officer also keeps account of the out-going correspondence; he notes in a journal the out-going papers such as the stroyevaya zapiska, the report on the disciplinary actions in the company, various reports and notifications, and the fact that they were sent to the battalion or regimental staff.
  - d. The warrant officer composes a schedule of the detail duties (guard or kitchen) of the company.
  - e. The warrant officer fills out cards on commendations and reprimands for every soldier and sergeant in the company (battery).
  - f. The warrant officer is in charge of accounting for and transporting of food supplies of the quarters and billets section.
  - g. The warrant officer keeps a journal in which he keeps count of the arms of the company.
  - h. He notes in a journal the amount of military supplies used up in artillery training.
  - i. He keeps lists of the regular duties of the company.
  - j. He keeps a book with physical descriptions and personal data on the men in the company (battery), in the standard military form 2 U R.

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- k. The warrant officer is responsible for internal order in the sub-unit (company, battery) and for the appearance of his soldiers and sergeants.
- l. He is under the commander of the company (battery), and carries out all his orders. He is the commander's first assistant.
19. It should be noted that the relation between the company commander and the warrant officer is friendly and not official, since a warrant officer often does a great many services for the company commander, and the commander is therefore somewhat dependent on the warrant officer. For instance, a warrant officer may illegally exchange the underwear of the commander for new ones, may illegally issue the commander a new uniform, new boots, and repair his footwear free of charge. Further, the warrant officer often carries out illegal assignments of the company commander, such as getting him vodka or women. All this brings the commander and the warrant officer closer and makes the former dependent on the latter.
20. A platoon commander in the army is often called a vzvodnyy (from the word for the platoon, vzvod). The platoon commander is the head of the enlisted men and sergeant staff of the platoon and is subordinate to the company commander. The platoon commander must know all the personnel of the platoon, the extent of their education, and their family circumstances. The platoon commander conducts the military training of the soldiers in his platoon. He must inspect the arms no less than twice a month and write the results in a book intended for that purpose. No less than once a week, he must be present at the morning inspection and evening roll call. The platoon commander is responsible for the condition of the arms in his platoon. He must personally conduct the work or studies with his soldiers and sergeants no less than five times a week, two to four hours a day, in the following subjects: weapon emplacement training, firing training, and tactical training. The platoon commander instructs the sergeants in the rules governing work with the enlisted men, approves the work summaries composed by the sergeants.
21. The company (battery) commander is the direct superior of the entire officer, sergeant, and enlisted personnel of the company. The company commander is responsible for all the military and political training in his company. He has to take charge of the training of the whole officer's staff in the company. The company commander makes up a work schedule for the company, which is usually authorized by the regimental commander. The company commander works three times a week with the sergeants on tactics, topography, and weapons emplacement. The company commander works no less than two to four hours a week with the sergeant staff on the method of working with the enlisted men, during which time he shows the sergeants how they should conduct work with the enlisted men under them. The company commander inspects the arms and machines in the company no less than once a month, making notes in a journal kept for that purpose. He is responsible for the military and food supplies of the company. He controls the carrying out of the work schedules; he sees to it that detail duties are properly alternated among the personnel. He is subordinate to the battalion commander.
22. The position of deputy commander of the company for the political section (Zampolit) was introduced in June 1950. The deputy commander for the political section is the direct head of all enlisted men and sergeants in the company and of the platoon commanders. He is directly subordinate to the company commander (or battery commander) and to the deputy commander of the battalion for the political section. He is responsible for the moral-political state of the company personnel. He is in charge of political training in the company. He personally conducts the political work in one group of the company. He approves the political work summaries that are composed by leaders of political groups of other groups in the company. He leads and controls the work of groups in the company and gives orders to the group leaders.

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23. The deputy commander of the company for the political section is in charge of the political security in various occupations, such as weapons emplacement and tactics and shooting. He must draw up a plan of the political security in one or another occupation, particularly tactics and shooting. Political security includes conducting general Komsomol and Party meetings in the company on the eve of going into the field. At these meetings the question of the avant-garde role of the Komsomol members and of the Communists in the tasks lying ahead is discussed. During this time the deputy political commander and the enthusiasts among the soldiers discuss the question of conscientiousness in regard to work and studies, and also discuss the importance of military secrecy, and of the preservation of the arms and materiel of the unit. The deputy political commander shows in his plan for political security the necessity for reading newspapers, magazines, for holding meetings, and for the issuing of military and molniy (sic) leaflets. He reports to the deputy battalion commander for the political section or to the moral-political state of the soldiers, sergeants, and officers. The material for this report is acquired from the meetings with the personnel or from the enthusiasts in the company. He gives out political information for the whole company staff no less than three times a week. He must lead the work of the Party and Komsomol organizations in the company. He consults with the secretary of the Party organizations in regard to the holding of Party meetings and the drawing up of plans for Party work in the company.
24. Party work in the company is aimed at seeing that the military work is carried out. For instance, the Party organization, with the aid of the deputy commander for the political section, may hold a special conference meeting, dedicated to the study of some military subject. At a Party meeting, individual members of the Party or of the Komsomol make criticisms of the soldier and sergeant members of the Party or Komsomol, who are not conscientious in regard to their duties, who study poorly, or are deficient in other ways.
25. The deputy political commander is required to conduct visual propaganda and to see to it that the propaganda is active and timely. For instance, in April 1951 the data on the fulfillment of the postwar five-year plan was published in the central newspapers. The deputy political commander was required to hang up placards and diagrams illustrating the fulfillment of the plan. In visual propaganda is also included displaying various slogans and appeals of the Communist Party, and portraits of members of the Politburo. The deputy commander for the political section is at the head of the Komsomol bureau, which is composed of three persons, and of the committee for the political education room. The committee for the political education room organizes sport contests and artistic activities.
26. Orderlies are appointed from among privates first class (yefreitor). Sergeants are not usually appointed as orderlies. An orderly is subordinate in the company to the duty officer, the company warrant officer, and the company commander. The regulations provide for three orderlies to a company, each of whom is on duty for a 24-hour period. They relieve each other. An orderly is appointed by the warrant officer for 24-hour duty. If there is a notification of an alarm at night, the orderly commands "Poydyem" (rise), and then sounds the alarm (trevoga). The orderly is required to carry out all orders given by the company duty officer.
27. The uniform of the orderly consists of tunic, breeches, a soldiers' (soldatskiy) belt, from which a bayonet is suspended on the left side. An orderly is posted at the entrance to the sub-unit near the orderly's sentry-desk. There is a registration book on the sentry-desk in which he notes the enlisted men going to the city, and the names of those who are sick. By the sentry-desk is the schedule for the day and also the manual for internal service. The orderly is always in the barracks and may not leave without permission of the duty officer.
28. The orderly sees to the cleanliness and order of the barracks, is responsible for maintaining the arms in the barracks, and during the night he is

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responsible for the lighting of the barracks. The orderly also sees that the soldiers do not leave the barracks without regulation uniform. An orderly is required to see that the daily schedule is exactly complied with in accordance with the order of the command: "start work", "end of work period", "preparation for dinner", "form in line for dinner", and so forth. The orderly sees to it that no one takes property belonging to the company out of the barracks without permission of the company warrant officer.

29. When senior officers arrive, the orderly gives the command "attention" and if there is a duty officer for the company on the premises, the orderly commands, "dezhurnyy, na vykhod" (duty officer to the exit!) If there is no duty officer or other officer in the barracks, after giving the command "attention", the orderly must report to the officer saying, for example, "Comrade Colonel, the company is at breakfast; the orderly private Petrov on behalf of the duty officer of the company."
30. The duty officer is appointed by the warrant officer, and is appointed from among the sergeants. A duty officer for a company is subordinate to the company commander, the company warrant officer, the duty officer for the regiment, and to the battalion duty officer. The duties of the company duty officer are always to be on the company premises (if it is necessary for him to leave, the duty officer leaves one of the orderlies to take his place). The duty officer sees that the orderlies give the proper commands on time and carry out their duties conscientiously. The duty officer must know how many soldiers are at work, exactly where the men in the company are at a given time, how many soldiers are studying, how many ill, and exactly where they are. The duty officer has to oversee the food for the soldiers and notify the kitchen in time regarding the number of people to expect or to warn the kitchen duty officer in time that certain soldiers of his company will come late to the dining room because of their having been detained. The duty officer has the right to sleep without undressing from 2100 hours until 0400 hours in the morning.
31. The regimental duty officer is appointed from among the officer's regimental staff according to a special schedule authorized by the staff of the regiment. The regimental duty officer is subordinate to the regimental commander, and is his deputy when the commander is absent. If the command staff of the regiment is absent, the regimental duty officer takes the place of the regimental commander. All dispositions and orders of the duty officer are carried out by the regimental personnel. The regimental duty officer is required to see that guard duty is carried on for 24 hours, and to check no fewer than three times every 24 hours on the vigilance of the sentries and the orderlies of the regiment. He is required to check on the quality of the food and give permission for its being served to the personnel, being present in person when the food is distributed.
32. In the morning, when the regimental commander arrives at the unit, the duty officer reports to him, "Comrade Colonel, while I was on duty, no events occurred. Duty officer for the regiment, Lt. [REDACTED]. The colonel answers, 25X1X "volno" (at ease). If an alarm is reported, the duty officer orders the servicemen to assemble in an appointed place, notifies the command staff of the alarm, and gives the officers topographical maps. When the regimental commander arrives, the duty officer reports on the latest conditions and states that the units of the regiment have proceeded to the assembly point following the alarm. The duty officer for the regiment must know where the sub-units of the regiment are at any given moment.
33. When an officer from another part of the army arrives, the duty officer checks his documents and accompanies him to his destination. When generals or other higher officers arrive at the regiment, the duty officer presents himself "duty officer for the regiment, Lt. [REDACTED]. He says further "Comrade General, permit me to see your documents". When the documents have been checked, and the duty officer is convinced that the general has arrived to conduct an inspection, he gives him a report -- "Comrade General, the regiment is at thus-and-such studies or tactical training. Duty officer for the regiment, Lt. [REDACTED]. The general 25X1X answers "At ease" (volno), and then the duty officer accompanies the general through his territory of the unit.

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34. In case of fire, the duty officer gives the alarm and calls out the fire command, and takes measures to put out the fire. The duty officer wears a red band on his left arm, with the words "duty officer for the unit". The duty officer must be in uniform, wear his medals, and wear a saber on the left side. The duty officer is allowed to rest from 2400 hours until 0400 hours in the morning, without undressing.
35. When the duty officer for the regiment is to be changed, the old duty officer writes a report to the regimental commander: "During the time that I was duty officer, no events took place. Duty officer for the regiment, Lt. [REDACTED]. This report is written in a special report book, which is kept at regimental headquarters. Then, the old duty officer and the new one go to the commander with the report book (kniga raportov). The old duty officer reports: "Comrade Colonel, Lt. [REDACTED] duty officer for the regiment, has turned over his duty." The new duty officer reports "Comrade Colonel, Lt. [REDACTED] duty officer for the regiment, accepted".

Internal Order in the Barracks

36. In Germany soldiers are quartered in barracks according to units together with the commander of their unit. There are nine to twelve persons to a room. Over every cot there hangs a small tablet with the last, first names, and patronymic of the soldier, plus the date that he was inducted. There is a wooden night table by each cot, where the soldier keeps his soap, toothbrush, tooth-powder, brushes for his boots, shoe polish, a schedule, and writing paper. Smoking is not allowed in the barracks. In each room in which soldiers are quartered, there are notations on the doors, for instance, "first detachment". The soldiers' arms are kept in the corridor, in a special stack which is under lock. The temperature in the barracks is supposed to be from 15 to 18 degrees centigrade. The premises are supposed to be light, and each soldier is supposed to have no less than four cubic meters of air. In the morning, when the men go out for setting-up exercises, the beds must be left unmade, and the windows open so that the premises will be aired. The warrant officer appoints a clean-up man for each room, who tidies the room while the others are doing their setting-up exercises. The underwear is changed every Saturday. Each sub-unit, for instance a company, must have a political education room, and two or three class rooms for the soldiers. The personal belongings of the soldiers are kept in a container by the warrant officer.
37. Duty officers at the control and examination post (KPP) are appointed from among their sergeants, and for a long time. There are three duty officers in all at the KPP, one of them being in charge. The KPP is set up at the main entrance to the military unit (regiment, division). The duty officer at KPP checks the passes of motor vehicles of the unit and makes a note in them of the fact that the vehicle has been taken out of the unit including the time of departure. Further, the duty officer on KPP keeps a journal in which he enters the comings and goings of vehicles. When officers from other units arrive, the duty officer calls the regimental duty officer by telephone, and the latter gives instructions on admitting the officer into the unit.
38. When the regimental commander arrives, the duty officer on KPP is required to report, "Comrade Colonel, duty officer on KPP, Sergeant [REDACTED]. In Germany, the duty officer on KPP has a list of Germans who work at the unit as civilians. A German worker, when entering the unit, gives the duty officer his passport, and the duty officer makes a note in his list about such-and-such a German having entered the unit. At the end of the German's work, the duty officer returns the passport to the German and notes on his list that he has left the unit.
39. When an outsider arrives at the unit, wanting to visit an officer of his acquaintance, the duty officer on KPP informs the regimental duty officer. The latter checks the documents of the visitor and then calls out the officer who is to be visited.

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There is a special room in the unit for receiving visitors, to which the officer and his visitor go together.

40. The duty officer on KPP has a special notebook in which to note the names of officers who have leave in the city (in Germany). In going past the KPP, the officer reports to the duty officer on KPP, "Lt. [REDACTED] left at 2000 hours" Upon arriving at the unit, the officer reports again to the duty officer, where he gives the time of his return: "Lt. [REDACTED] arrived at the unit at 2300 hours." 25X1X  
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#### Duties in Camp

41. In Germany, all units go into camp for the summer between 10-15 April and stay there until October. The sub-units are quartered in tents or specially constructed light barracks. The place for setting up camp is chosen by the sub-unit, from among populated points. The camp is not fenced in, but poles with signs on them are used to show the borders of the camp. A serviceman may not go beyond these borders unless he has orders to carry out at some distance from the camp. In each tent there are from nine to ten persons on wooden plank-beds. In the light barracks, the plank-beds are double tiered and arranged according to sub-units. Each camp has a so-called "camp-line" (lagernaya lineyka), which is a small road leading along the tents. At the front lineyka there is a grifok which is a specially constructed shed for protection against the rain, under which the orderly for the line is posted. When a senior officer arrives at the camp, the orderly for the line commands "Dezhurnyy na liniyu" (duty officer to the line). The duty officer for the regiment meets the senior officer at the front line with a report.

#### Location of the Unit Flag

42. The unit flag is a symbol of honor, valor, and heroism. It must always be kept at the unit headquarters. The chief of staff of the regiment is responsible for its safety. The flag is kept in a special case to which medals are attached, and the corresponding ribbons are attached to the staff. The flag is guarded 24 hours a day by special sentries. The regimental commander appoints a standard-bearer and two assistants from among the best warrant officers and sergeants. If the flag has to be moved, the standard-bearer and his assistants are summoned. The flag is swung around during a review or during a parade. The flag is made of red silk and the upper left-hand corner has a gold star. In the middle of the flag is the number of the unit in gold. The guards flag has bas-reliefs of Lenin and Stalin. The guards flag further has the inscription, "For our Soviet fatherland". During battle, the flag must be kept on the field of battle by the unit staff. If the flag is lost, the unit is subject to being disbanded, and the guilty officers are brought to trial by a military tribunal.

#### Regulations on Garrison and Guard Duty

43. All units and sub-units, training sections and training schools, that are located in a given locality (city) compose its garrison. The head of a garrison is appointed by the officer in command of a military district (okrug), from among the commanders of large units, or officers senior in rank, or in position. The duties of the officer in command of a garrison are to organize defense for the garrison and to maintain order in the city. The officer in command of a garrison has an assistant garrison commandant, through whom he issues orders. The officer in command of a garrison establishes the procedure for work on the officers' houses, for the holding of parades and ceremonies. He is responsible for quartering the units newly arrived in the garrison. He makes the regulations for using the training fields, shooting ranges, and firing grounds. The garrison commandant is appointed by the officer in command of the military district (okrug) or by the officer in command of the army, and is directly subordinate to the officer in command of the garrison.

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44. Duties of the garrison commandant are to organize the service in the commandant's office. This service includes the maintenance of order in the garrison, observation of the conduct of the servicemen, and the registration of soldiers and officers who have arrived at the garrison. The garrison commandant has under him officers and soldiers on patrol duty in the city. These patrols are required to detain servicemen who are in improper uniform, who are intoxicated, or who fail to salute a senior officer. Further, the command patrols have to detain military vehicles that are not in good repair. There is a guardhouse at the commandant's office, where servicemen who violate discipline or by their behavior "disgrace the name of officer of the Soviet Army" are imprisoned. An officer may be detained and taken to the commandant's office if he does not show respect to a superior officer, or if his uniform is incorrect. The officer is then taken back to the commandant's office, where a report of his misdemeanor is made to the garrison commandant or to one of his officers on duty at the commandant's office. Usually, when a minor infraction of the regulations has been reported (failure to show respect for a superior officer, uniform only slightly incorrect), the officer is not detained, and is let go with a verbal reprimand. In these cases, the officer usually does not have to answer further questions about where his unit is located. It is generally known that an officer is not allowed by the regulations to carry large suitcases. He is allowed to carry a small package in his left hand, but near railroad stations in large garrisons, and also in small garrisons, those regulations are very often broken without any consequences, and in the USSR one can always tell an officer who has just arrived from another city--he carries a large suitcase, having come from the station.

#### Guards

45. A guard (Karaul) is an armed group or unit commissioned to guard and defend an objective or property or persons for a certain length of time. There are temporary and permanent guards. Temporary guards are appointed for a definite period (convoying an echelon, guarding freight that has been unloaded). Permanent guards are assigned to the guarding of objectives that are permanently guarded; for instance, garrison warehouses, military supplies, airfields. There are internal and garrison guards. The garrison guards are intended for use in the garrison. Internal guards are assigned duty within given units. Guards are divided into first class, second class, and third class. A first class guard includes no fewer than five posts for a 24 hour period. The head of such a guard is a junior officer. A second class guard includes no fewer than three posts in 24 hours. The head of such a guard is usually a sergeant. Third class guards have one 24-hour post and are called yefreitorskij guards, because the head of the guard is a yefreitor (lance corporal or private first class) or simply a private, who is at the same time a lance corporal of the guard. All guards are armed with machine guns. A soldier on guard also has a bayonet with him, and a pouch for a spare disk (sic). Guards do not have gas masks. First class guards have submachine guns, which are kept at the patrol post. The soldier in command of the patrol carries a TT pistol and 14 cartridges.

#### The Disciplinary Rights of Commanding Officers

46. The following are the disciplinary rights of various officers:
- a. The commander of a section, a sergeant, may assign one detail duty beyond what his subordinate would have gotten in the regular course of things, and one day of restriction to the post.
  - b. The warrant officer of a company may assign a subordinate sergeant one detail duty out of turn and one week of restriction to the post. The warrant officer may inflict up to three days of simple arrest on a soldier, or two weeks of restriction to the post.

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- c. A platoon commander may give an enlisted man five days of simple arrest, a sergeant up to three days of arrest, or restriction to the post up to three weeks.
- d. A company commander may give an enlisted man four days of strict arrest or seven days of simple arrest or one month of restriction to the post. A company commander may give a sergeant five days of arrest.
- e. A battalion commander or regimental commander may arrest an enlisted man or sergeant for ten days and restrict him to the post up to a month-and-a-half.
- f. A regimental commander may arrest a junior officer for a period of up to eight days. The regimental commander may degrade a private first class to private and may petition the division commander to demote a sergeant to private.
- g. All the foregoing penalties are entered on a special small card for penalties and commendations, one of which is kept by every enlisted man and sergeant.
- h. The division commander may put a sergeant or enlisted man under arrest for up to 15 days, and an officer (junior) up to ten days.

#### Saluting and the Conduct of an Officer

- 47. A junior officer always has to salute a superior officer and return the salute of enlisted men and sergeants and officers who are subordinate in rank. About three steps before meeting a superior officer, the junior officer must place his right hand to the right temple and turn his head to face the person whom he is saluting. His hand is lowered immediately after the superior officer has passed. If an officer or group of officers stands at the entrance to a building, before entering the building, the junior officer must ask the permission of a superior officer. For instance, "Comrade Lt. Colonel, I should like permission to pass" and the Lt. Colonel answers "please" or "go on by".
- 48. The following are some miscellaneous rules of conduct:
  - a. An officer may not smoke on the street or walk arm in arm with someone.
  - b. An officer may not wear his overcoat or jacket unbuttoned.
  - c. A military officer does not have to salute an officer of the militia. However, militia men with the rank of major usually salute junior officers of the Soviet Army (sic).
  - d. An officer must give up his place to a superior officer in public establishments.
  - e. An officer may not eat on the street.
  - f. An officer may not appear at the market in uniform.
  - g. An officer may not wear galoshes.
  - h. In public places (theater, restaurant, movies, meetings), an officer does not have to salute a superior officer. In such places he does not have to wear his head gear, but he does have to wear it on the street and when carrying out his military duties.
  - i. An officer does not salute when his head is bare. When a superior officer appears, particularly a general, the officer who is without head gear must face the general at attention, with hands stretched along the seams.

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- j. When a funeral procession with the body of an officer passes, an officer must stop and salute.
- k. When the national anthem of the Soviet Union is played, an officer must place his hand to his cap and stand thus until it is over. If the officer is not wearing anything on his head, he stands at attention.

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