



PROCEDURES QUICK REFERENCE CARD

VERSION 1.0

*PLEASE KEEP ON YOUR PERSON FOR RAPID REFERENCE
DURING THE EVENT*

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REAL LIFE MEDICAL

In the event of a minor injury (sprain, cut, abrasion etc.) a participant should look after his/her own first aid. If unable to do this, you should speak to the Warzone staff or a nearby marshal and they will assist you.

All minor injuries should be reported to Warzone staff ASAP.

In the event of a genuine, real world medical emergency the term '**NO DUFF, NO DUFF, NO DUFF**' is used to stop all activities. It should be shouted as loud as possible by the participant who comes across the medical emergency.

The emergency should also be reported on the radio to your force command and any nearby marshals.

A marshal or Warzone staff member will move to the location ASAP and assess the situation. If medical attention is required then they will deal with it from there on. This includes transfer to designated hospitals etc.

The event will completely stop until the emergency is dealt with.

All participants must apply safety catches, remove magazine, clear their weapons and stay in place until the incident is over.

The term '**EVENT ON**' will be used to inform all participants that the event has recommenced following an incident.

It is every participant's responsibility to ensure that they have their medication with them when attending a Warzone event. If you require your medication for emergency (inhalers etc.) then you should always carry this in your top left pocket or pouch.

In addition, you will be issued a clear plastic bag with a large label on the front when booking in which you should use to store your medication. The label allows you to write down your medical conditions and also detail what medication you take and dosages etc. This way, if you require hospital treatment we know what medication you take and it can go with you to hospital, regardless of your current situation.

PRE & POST MISSION PROCEDURES

Before setting off on a mission a section must know exactly what they are to achieve and how they are going to achieve it. The SC1 and S2C will be briefed by the FC1 or FC2 on the objective and what is to be achieved. It is then vitally important that the SC1 relays this information to his / her section and ensures that everyone knows the following:

1. The mission's objectives.
2. Key timings.
3. Support available.
4. What happens if the mission goes wrong (RV points etc.)
5. Boundaries for the mission (no further than...)
6. Any other coordinating instructions.

Immediately on return from a mission a section must ensure that they are prepared ready for the next before they see to any other personal administration. This prior preparation, even when exhausted, is the crux of soldiering and means that you must be prepared at all times to enter the battle.

On return from a mission, SC1s and S2Cs should ensure that:

1. A full debrief to the FC1 is conducted.
2. All weapon systems are maintained and ready (new batteries, cleaning, gas etc.)
3. All ammunition is resupplied.
4. Reload or resupply grenades.
5. Confirm that your radio is still working and change battery if required.
6. Check the status of all electronics and replace or repair as required.
7. SMEs replenish their stock of IV's.
8. All section members to ensure they have a karabiner.

Only once the above has been completed should you then see to your personal admin (rest, eat, sleep etc.) Remember also that a section must provide security when entering 'downtime' in case of enemy attack when you are unprepared.

BASIC RADIO MESSAGE PROCEDURE

Clear and concise radio communications are extremely important in a battle environment in order to ensure that messages and instructions get to the right person quickly and accurately. This is a massive topic in its own right but as a brief guide radio messages consist of three distinct parts. They are the initial call, the message and the ending. For example:

You: *"Hello Sword One this is Sword Zero, message **OVER**"*

Reply: *"Hello Sword Zero, send message **OVER**"*

You: *"Please return to the command post ASAP, acknowledge **OVER**"*

Reply: *"Roger that Sword Zero, returning to command post now, **OVER**"*

You: *"Roger that Sword One, **OUT**"*

The above is a brief dialogue between you (Sword Zero) and Sword One informing them that you want them to return to the command post and asking them to acknowledge (confirm) that he/she has understood the message. Sword One then confirms by repeating the command to you.

The term '**OVER**' is used to tell the recipient that you have finished this part of the message and you are expecting a reply. The term '**OUT**' is used to tell the recipient that you are finished your message and do not expect a reply. Don't get them mixed up!

You may hear the term '**OVER AND OUT**' being used occasionally, normally in movies or by those who have had no training or guidance in using radio communication. **OVER AND OUT** is never used as it is contradictory, both at the same time asking for a reply and then closing the conversation. Don't use it!

Make sure that your messages are clear and to the point. Don't ramble on and know what you need to say before you start.

This is a very brief introduction but there is so much more. If you are interested in knowing more about radio communications please speak to one of the Warzone directors who will be happy to assist you.

ADDITIONAL RADIO PROCEDURES

RADIO CHECK

Before you set off on a mission you should always conduct a radio check. The process of a radio check is simple:

You: "Hello all callsigns this is Sword Zero, RADIO CHECK, **OVER**"

Another callsign should then reply to confirm that you have comms. Normally with the reply of "Hello Sword Zero, this is Sword One, loud and clear, **OUT**"

LOSS OF COMMS

If you lose communications with your command, you should always keep reattempting. If after a few minutes it becomes apparent that you still can reach them, try contacting another callsign to confirm (radio check).

If you still can't get comms, change batteries and try again. If you still can get comms, consider returning to your FCP or make contact with another section which has comms to relay a message back to your FC1.

REPEAT

Sometimes you just miss what another callsign has said. In this case, ask them to repeat. Example: "Hello Sword One this is Sword Zero, repeat the last, **OVER**"

PHONETIC ALPHABET

ALPHA	FOXTROT	KILO	PAPA	UNIFORM	ZULU
BRAVO	GOLF	LIMA	QUEBEC	VICTOR	
CHARLIE	HOTEL	MIKE	ROMEO	WHISKY	
DELTA	INDIA	NOVEMBER	SIERRA	X-RAY	
ECHO	JULIET	OSCAR	TANGO	YANKEE	

LOCSTAT & SITREP REPORTING

Two regular kinds of radio message are SITREP's (Situation Report) and LOCSTAT (Location Status). They have a strict process that needs to be followed for both.

LOCSTAT

LOCSTAT is simply a quick update to your command of your current location. It uses the following 4 headings, Grid, Displacement, Further Intention, Direction of travel, Additional information. For example:

You: "Hello Sword One this is Sword Zero, LOCSTAT, **OVER**"

Reply: "Hello Sword Zero this is Sword One, current position is at grid 2345 6205. Moving to objective Alpha from the north west, ETA 1 minute, **OVER**"

You: "Roger that Sword One. Continue on to Alpha, **OUT**"

SITREP

SITREP uses the following 7 headings, Unit call Sign, Current position, Recent activity, Casualties, Ammo & equipment status, Enemy KIA, Intel, Your intention. For example:

You: "Hello Sword One this is Sword Zero, SITREP, **OVER**"

Reply: "Hello Sword Zero this is Sword One, current position is at grid 2345 6205. We have just taken objective Alpha. No casualties. 6 enemy KIA. Remaining enemy is moving away from Alpha towards the south. My intent is to press on to Bravo to capture objective, **OVER**"

You: "Roger that Sword One. Continue on to Bravo, **OUT**"

IT IS GOOD PRACTICE to communicate LOCSTATS on a regular basis with your command so they know where you are at all times. Failure to do so may result in reinforcements or medic's not being able to reach you in time. Also, after a firefight has been completed you should ideally provide a SITREP and check your supplies to see if you require a resupply of ammo or IV's etc.

6 & 8 FIGURE GRID REFERENCES

You will be issued with an official map when you arrive. The map has been designed to be as easy to use as possible and it is vitally important that you understand how to read a grid reference and give a grid reference if required.

The numbers that run along a map (e.g. 015, 016) are called Eastings because they increase in number to the East. The numbers that run down the map (e.g. 452, 453) are called Northings because they

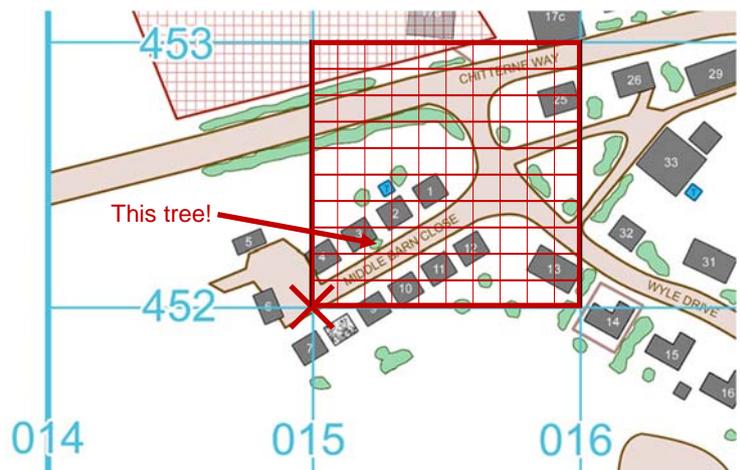


increase in number going North. Each of these numbers are used to indicate an individual box. You must ensure that you give the **Eastings number first, followed by the Northings**. Remember the saying '**along the corridor and up the stairs**' to help you.

For example the box that contains the blue toilet block north of building number 2 is GR (Grid Reference) 015,452. The box you are indicating will always be the North East box to the location of where the grid lines

you are referring to merge. This is called a 6 Figure grid reference and is accurate to 100m.

You can further refine this by imagining that the box is divided into 10 x 10 individual little cells and repeat the Eastings & Northings process but on a micro level. Let's take the previous example and identify the single tree that is just south east of building 3.



First we need to identify the 100m box which in this example is still 015, 452. We then need to imagine a 10 x 10 grid over the box. You then count the boxes from the left. The box which is the first one counts as 0. In this case the tree lands in the 2nd box. You repeat the process from the bottom (again counting the first box as 0). Again, the tree falls in the 2nd box.

The grid reference is then given in the following format GR 0152, 4522.

This is called an 8 figure grid reference and is accurate to 10m.

REMEMBER the first set of numbers is always the EASTINGS and the second set the NORTHINGS! Don't read the other way round!