

## MOI FOOTDRILL LESSON

### AIM

- TO PRODUCE QUALITY NCDCC CADET NCO IN THE CONDUCT OF DRILL FOR THEIR OWN CADETS IN THEIR VARIOUS INDIVIDUAL SCHOOLS.

### OBJECTIVE

1. The objective of MOI foot drill is to impart knowledge of MOI foot drill to every individual NCDCC NCOs so as to build confidence in them and be more proficient in the conduct of foot drill training for their own cadets in their various individual schools

### THE PARADE

2. Below are some guiding principles for parades:
  - a) A parade should start with an inspection of all that are on it
  - b) A strict observance of rank should be shown; thus NCDCC cadet , when he wishes to either join or leave the parade, he should report to the senior rank and ask permission to do so.
  - c) NCDCC cadet should not walk across a parade ground when drills, in which they have no part, are taking place.
  - d) The form and purpose of parade should be planned before hand by those who are to command it.
  - e) At the end of parade, all rank “dismiss” to show respect to the senior rank on parade.

### QUALITY OF INSTRUCTIONS

3. Drill is exciting to teach, and to teach it successfully, you, as an NCOs must have the following qualities:
  - a) **PATIENCE:** Never lose your temper
  - b) **ENTHUSIASM:** You must install your squad with a will to learn
  - c) **CONSISTENCY:** Set yourself and the squad a standard and do not divert from it.

- d) **HUMANITY:** Understand the squad problems, praise readily but not too frequent and never humiliate individual members of the squad
- e) **PERSONALITY:** As a NCO, you must impress your squad with your personality and always control them firmly.

#### **FACTORS TO CONSIDER BEFORE TEACHING DRILL**

- 4. Without considering these factors it may affect the effectiveness of the lesson.
  - a) Select the best location.
  - b) Comfort the squad - that they are not facing the sun.
  - c) Formation of the squad either 3 side of the square, half circle, straight line or 3 ranks in open order i.e. depending on the strength of the squad.

#### **INSTRUCTION METHOD AND FORMATION**

5. Instruction to the trainees must be in a firm and loud enough manner. Verbal commands and demonstrations should always be clear and visual demonstrations should be from all perspectives if possible i.e. all angles. Instructions should always come in 2 parts.

- a) Explanation - This is verbal and it is to get the trainees aware of the requirement and the Expected movement associated with the command. This is done with Demonstration by instructors and assistants to show trainees when to move and how to move. This can be done in steps and later, the full motion . Every cadet must understand this before moving to the next step.
- b) Practice - Trainees would now be given the opportunity to imitate the instructor on the required movement. This imitation would later on be corrected by assisting trainers and demonstrators to perfection and required standards Once imitation of steps and parts of a movement is satisfactory, trainees can practice the full motion to get the required result.

6. Formation of a drill course trainee should be in a U-Shaped formation. This is done with a percentage of about 1/3 of the total strength on each side and the instructor located at the open end of the U-Shape. Assisting instructors should take a length if possible, if not, should be the middle of U-Shape.

#### **CHECKING FAULTS**

7. NCO should always look for fault movement of the squad and individual. If there is any mistakes, the NCO should immediately correct the individual or squad as a whole.

For example,

“Cadet Koh, your elbow is bending. Straighten it by keeping your elbow close to the side of your body.

### **WORDS**

8. Use short precise words to convey the speed of a good drill.

E.g. Words like. “Crack”, “Drive”, “Force” & “Grip”, but remember action not words.

### **OBSERVATION**

9. Ensure that everyone is alert and paying careful attention to the lesson.

10. Ensure that the cadets are at proper position, i.e. either in “Senang Diri” or “Rehatkan Diri” during demonstration.

11. Ensure that the cadets call out the timing loudly.

### **INSTRUCTORS ROLES AND RESPONSIBILITY**

12. Teaching the squad on foot drill is a difficult task for a NCO especially when the Squad / new cadet do not understand for the each other. Nevertheless as a NCO, you must have full confidence in yourself. The problem could be overcome, as a common language for this both simple and easy to follow.

- a) Role - The role of instructor is to teach and instruct cadets on the proper procedures of the drill conduct. They are also to ensure that at the end of the lesson trainee are clear on the required standards to be achieved. Instructors play the role of a care giver in the situation of trainees feeling Unwell. They are to brief assisting trainers on safety precautions to be taken and things to take note during training.
- b) Responsibility- They are to ensure many things in order to achieve the desired outcome of effective and safe training. The instructor is to ensure that the place for conduct is safe from hazardous and potentially hazardous and dangerous situation. The instructor is also to update himself / herself on the current situation and drill procedures this is to ensure that the cadets get a productive lesson and are confident with the instructions of the trainer. The instructor is to ensure proper training ground and suitable location.

13. NCOs were copied by their squad on their performance in teaching, the way they conduct lesson in drill; and also judges by their bearing, personal appearance and knowledge to maintain the high standard of discipline.

### **EXAMPLE**

- a) In teaching drill in squad / new cadet would imitate their NCOs. It is by example that they should learn most, therefore the NCOs should bear in mind the following notes:

- 1) When drilling a squad, NCO must always stand at attention
- 2) When moving about from point to point, always march as you would wish your squad to march.
- 3) When demonstrating, do accurately and if the movement is with whip or cane, etc, use the article.

b) POINT TO REMEMBER

- 1) Do not use bad languages.
- 2) High standard of turn out.
- 3) Never exaggerate a movement of drill

**VOICE PROJECTION**

14. This is the most important component of drill session with the cadets and other trainees. This component is usually overlooked and can sometimes lead to injury of the voice box and can sometimes cause permanent damage for the instructors and sometimes trainees when they are given the opportunity to lead a squad.

**METHOD OF COMMANDING**

15. Instructors should always teach trainees as well as use the technique of proper voice projection. Voice projection comes from the expelling of air from the diaphragm. The lack of control from the diaphragm would lead to poor voice volume control and sometimes embarrassing situations of command. ( Squeaky voice etc.) Trainees are to put their palms flat on the upper region of their stomach, near the end of the rib cage to feel the diaphragm's movement. Trainees should note that the expelling of air causes the diaphragm to deflate and when commands are given through the deflation and forcing out the air, the commands become very loud and audible. This is a sustainable method of commanding a squad. The use of the voice box to throw voice will lead to the damage and tear of the larynx and sometimes permanent damage to voice box (throat).

16. When giving commands trainees should be taught to open their mouths as much as possible and not to squeeze the command through a small opening of their mouths. This is to make the command come out loud and clear and allow air from the diaphragm to expelled.

17. Mouth exercises should be conducted by instructors before the start of the course. O, AR, Ee sounding exercises to warm up the opening of the jaw muscles for proper command technique.

18. One way of training the cadets in terms of voice projection is to allow them to experiment with their own techniques with their own techniques with guidance on diaphragm usage and then put cadets about 10 – 20 meters away in distance and instruct them to give commands that may be audible to assigned trainees. Rotation to trainees is important as everyone must be given the opportunity to feel being in command and also ability to control the squad comes with good practice.

### **Stages of Drill.**

#### **Welfare and Well being of cadets under charge.**

19. The welfare of the trainees are of the utmost importance as it can be strenuous activity where trainees stand under the sun (if there is no shelter and in the afternoon, regardless of timing) and where trainees stand for long hours with limited blood circulation to their body. These contributing factors may lead to poor circulation and fainting spells or dehydration when there is excessive loss of water from the body from standing under the sun.

20. Instructors are to take note that the first lesson for cadets should not be more than 20 minutes continuously. Trainees should be trained progressively to last an hour of parade time and even more.

21. Instructors should also take note that there should be a break of 10 minutes for every 30 minutes of continuous training. A supervised water parade should be done before and after the training to prevent dehydration and trainees should drink beyond the point of thirst. At NO time should trainees be force fed water as this will lead to complications and vomiting.

22. There must be a water point located with drinkable plain water, cooled if possible and not iced as this will cause a dramatic drop in temperature suddenly and cause discomfort to the trainees who will feel very hot after a training session.

23. There must be a medic present and this assigned medic should be able to identify and treat a patient suffering from dehydration, low blood pressure, shock and wounds such as fractures and scraps as well as blisters from the training session. This medic will be briefed on the information channel and the activating of personnel with regards to life threatening injuries and serious injuries.

24. A shady rest point should be identified so that trainees can rest comfortably in the shade and not be exposed to the sun at all times even during rest.

25. Trainees should be given a channel of feedback in the case they are unwell.

#### **Safety precautions.**

26. ALL trainees must be asked whether they are feeling well and should NOT be forced to take part in the training if they are unwell.

27. ALL trainees must be asked at the end of the training whether they are unwell or whether they have suffered any injuries in the course of their training to indemnify against the arguments due to negligence of trainees.

28. ALL trainees who are on medication will NOT be allowed to take part in the training and this must be ascertained as a group BEFORE training starts.

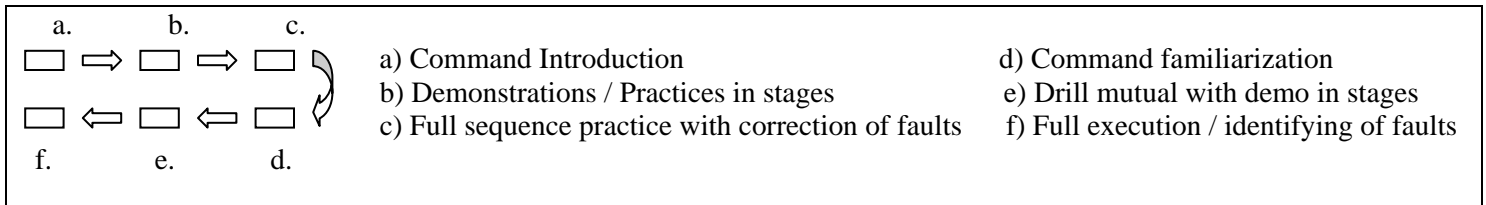
29. Relevant authorities must be kept informed of training and timing of training must be adhered to. No unauthorized extension or shortening of time schedule is allowed to prevent complications from pre planning stage.

### FOOTDRILL COMMANDS, EXECUTION AND COMMON FAULTS

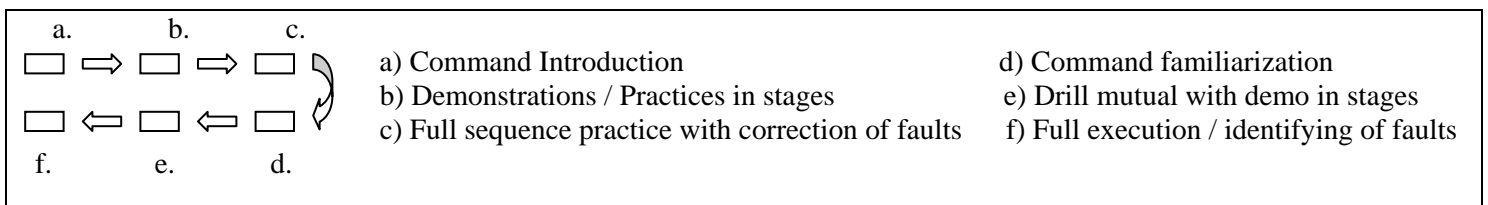
No.	Command	Execution	Common Faults
<b>1.</b>	"Sedi-a!"  "Attention"	<input type="checkbox"/> Stand upright with heels together. <input type="checkbox"/> Feet opened up to an angle of 30 degrees <input type="checkbox"/> Arms locked to the sides, both thumbs by the seams of the trousers. <input type="checkbox"/> Shoulders pulled back. <input type="checkbox"/> Head held up, neck touching back of collar.	<input type="checkbox"/> Heels not touching <input type="checkbox"/> Failing to close fists. <input type="checkbox"/> Body sags, shoulders tend to creep forward. <input type="checkbox"/> Body not square to the front. (tilted at an angle). <input type="checkbox"/> Roving eyes.
<b>2.</b>	"Senang Di-ri!"  "Stand At Ease"	<input type="checkbox"/> Right foot still, lift and bend the left leg thigh high, drive left foot to the ground, shoulder width apart. Shortest way possible <input type="checkbox"/> Back of right hand on palm of left hand, right thumb crossed over left. <input type="checkbox"/> Fingers straightened and kept closed. <input type="checkbox"/> There should not be a gap between body and arms.	<input type="checkbox"/> Movement not done in double quick time. <input type="checkbox"/> Bending of waist. <input type="checkbox"/> Arms swaying. <input type="checkbox"/> Moving the right foot instead of the left.
<b>3.</b>	"Rehatkan Diri!"  "Stand Easy"	<input type="checkbox"/> In senang diri position, limbs, body and head are relaxed.	<input type="checkbox"/> Feet Movements <input type="checkbox"/> Adjustment of Uniform without order

No.	Command	Execution	Common Faults
4.	<p><b>“Begerak Ka Kanan, Bertiga-tiga, Ka Kanan Pu-Sing!”</b></p> <p>“Facing to the right flank, in three rows, Right Turn!”</p>	<ul style="list-style-type: none"> <li>❑ Turn 90° to the right with right heel and left toe in contact on the ground, both arms locked by the side of the body.</li> <li>❑ Body weight kept on right foot flat on the ground</li> <li>❑ Both knees braced back with body upright</li> <li>❑ Left knee lifted up 90° with toes pointing down</li> <li>❑ Left foot forced on the ground in double quick time to resume attention position</li> </ul>	<ul style="list-style-type: none"> <li>❑ Body unbalanced due to wrong foot used for support</li> <li>❑ Knees bent, left knee not lifted high enough, not forcing left foot down fast, leading to movement not synchronized.</li> </ul>
5.	<p><b>“Begerak Ka Kiri, Bertiga-tiga, Ka kiri Pu-Sing!”</b></p> <p>“Facing to the left flank, in three rows, Left Turn!”</p>	<ul style="list-style-type: none"> <li>❑ Turn 90° to the left with left heel and right toe in contact on the ground, both arms locked by the side of the body.</li> <li>❑ Body weight kept on left foot flat on the ground</li> <li>❑ Both knees braced back with body upright</li> <li>❑ Right knee lifted up 90° with toes pointing down</li> <li>❑ Right foot forced on the ground in double quick time to resume attention position</li> </ul>	<ul style="list-style-type: none"> <li>❑ Body unbalanced due to wrong foot used for support</li> <li>❑ Knees bent, right knee not lifted high enough, not forcing right foot down fast, leading to movement not synchronized.</li> </ul>

	Command	Execution	Common Faults
6.	<p><b>“Menghadap Ka Belakang, Ka Belakang Pu-Sing”</b></p> <p>“Facing the Retire position, About Turn!”</p>	<ul style="list-style-type: none"> <li>❑ Turn 180° clockwise, completing a full turn with body and shoulders</li> <li>❑ Maintain balance by locking thighs together</li> <li>❑ Arms locked by the side of the body</li> <li>❑ Left leg lifted up 90° and forced down on the ground in double quick time</li> </ul>	<ul style="list-style-type: none"> <li>❑ Weight of body not kept on the forward foot (right).</li> <li>❑ Not completing a full turn with body and shoulders</li> <li>❑ Moving arms around</li> <li>❑ Bending of the waist upon turning.</li> </ul>
7.	<p><b>“Menghadap Ka Hadapan, Ka Belakang, Pu-Sing”</b></p> <p>“Facing the Advance position, About Turn!”</p>	<ul style="list-style-type: none"> <li>❑ Turn 180° clockwise, completing a full turn with body and shoulders</li> <li>❑ Maintain balance by locking thighs together</li> <li>❑ Arms locked by the side of the body</li> <li>❑ Left leg lifted up 90° and forced down on the ground in double quick time</li> </ul>	<ul style="list-style-type: none"> <li>❑ Weight of body not kept on the forward foot (right).</li> <li>❑ Not completing a full turn with body and shoulders</li> <li>❑ Moving arms around</li> <li>❑ Bending of the waist upon turning.</li> </ul>



No.	Command	Execution	Common Faults
8.	"Kekanan Lu-rus!"  "Right Dress!"	<ul style="list-style-type: none"> <li>❑ All except the right hand man springs head to the right.</li> <li>❑ Men in front row extends right arm parallel to ground, fists clenched and thumb touching shoulder of man on the right.</li> <li>❑ Men in the 1<sup>st</sup> column to raise arm forward with knuckles reaching shoulder of man in front.</li> <li>❑ Adjust position, by shuffling feet, such that the eye can only see the tip of the chin of the alternate man.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Sluggish movement of arms and head.</li> <li>❑ Body not perpendicular to the front.</li> <li>❑ Arms not straightened, but bent.</li> <li>❑ Dressing taken from the adjacent man, instead of alternate man.</li> </ul>
9.	"Pandang Kehadapan, Pan-dang!"  "Eyes Front!"	<ul style="list-style-type: none"> <li>❑ Turn the head sharply to the front and return right hand to the side, keeping the arms straight.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Sluggish movements of head and arms.</li> </ul>



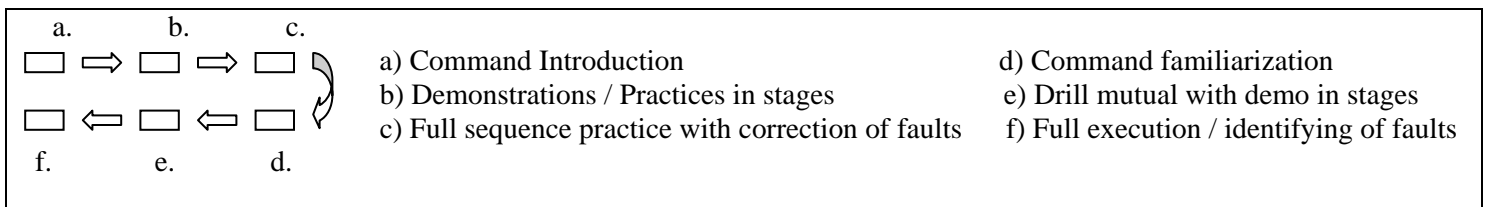
No.	Command	Execution	Common Faults
10.	<p><b>“Keluar Baris”</b></p> <p>“Falling out!”</p> <p><b>“Bersu-Rai”</b></p> <p>“Dismissed!”</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Squad will execute a right turn</li> <li><input type="checkbox"/> After regulation pause, march forward 3 steps and break off.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Movement not synchronized.</li> </ul>

Note: A squad will always be dismissed in close order. A salute for “dismissed” is only executed with the presence of an officer entitled to compliments.

No.	Command	Execution	Common Faults
11.	<p><b>“Satu/ Dua/ Tiga/ Empat/ Lima Langkah Ka Hadapan/ Belakang Gerak”</b></p> <p>“One/ Two/ Three/ Four/ Five Paces Forward/ Backwards March!”</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Each individual in the squad will shoot out left leg, taking the instructed number of step(s) at one-foot length forward/backward.</li> <li><input type="checkbox"/> Upon completion of the instructed number of step(s), each individual will simultaneously lift up the alternate leg and stamp it to the ground at double quick time.</li> <li><input type="checkbox"/> For odd number of steps, 1/3/5 steps, the completion of the forward/ backward pace will fall on the left foot, where right leg is to be lifted and forced the ground in double quick time to resume attention position</li> <li><input type="checkbox"/> For even number of steps--- vice-versa</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Movement not synchronized.</li> <li><input type="checkbox"/> Knees bent during the paces taken.</li> <li><input type="checkbox"/> Dragging of the boots on the ground whilst pacing.</li> <li><input type="checkbox"/> Each step taken being too big, affecting the dressing of the squad and the banging of the feet not synchronized.</li> <li><input type="checkbox"/> Looking down to the ground while pacing forward/backward.</li> </ul>

a.	b.	c.	a) Command Introduction b) Demonstrations / Practices in stages c) Full sequence practice with correction of faults	d) Command familiarization e) Drill mutual with demo in stages f) Full execution / identifying of faults
f.	e.	d.		

No.	Command	Execution	Common Faults
12.	<p><b>“Dalam Buka Barisan Kekanan Lurus”</b></p> <p>“Open Order Right Dress”</p> <p><b>“Pandang Ka Hadapan Pandang”</b></p> <p>“Face the front”</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Men in the front row to shoot out left leg one step forward, raise right leg and stamp it down to ground. Simultaneously take dressing from the right after the bang.</li> <li><input type="checkbox"/> Centre row to keep still except in executing dressing from the right.</li> <li><input type="checkbox"/> Rear row to take one step back to take dressing.</li>   <li><input type="checkbox"/> Head to face front sharply, hand to cut down to the sides sharply.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Movement not synchronized and sluggish.</li> <li><input type="checkbox"/> Knees bent during the paces taken.</li> <li><input type="checkbox"/> Step taken forward/backward being too big, resulting in the banging of the feet not synchronized</li> <li><input type="checkbox"/> Looking down to the ground while pacing forward/backward.</li> </ul>
13.	<p><b>“Dalam Tutup Barisan Kanan Lurus”</b></p> <p>“Close Order Right Dress”</p> <p><b>“Pandang Ka Hadapan Pandang”</b></p> <p>“Face the front”</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Front row to take one step back now and take dressing.</li> <li><input type="checkbox"/> Center row to only take dressing</li> <li><input type="checkbox"/> Rear row to take one step forward now and take dressing.</li>   <li><input type="checkbox"/> Head to face front sharply, hand to cut down to the sides sharply.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Movement not synchronized and sluggish.</li> <li><input type="checkbox"/> Knees bent during the paces taken.</li> <li><input type="checkbox"/> Step taken forward/backward being too big, resulting in the banging of the feet not synchronized</li> <li><input type="checkbox"/> Looking down to the ground while pacing forward/backward.</li> </ul>



No.	Command	Execution	Common Faults
14.	<b>“Hentak Kaki Cepat Hentak”</b>  “Quick Mark Time”	<ul style="list-style-type: none"> <li>❑ Given when body of men initially stationary.</li> <li>❑ Raise to a 90° and bend left knee, toes pointing down.</li> <li>❑ Drive left leg down, and raise and bend right knee.</li> <li>❑ Repeat</li> </ul>	<ul style="list-style-type: none"> <li>❑ Arms not locked to the sides.</li> <li>❑ Body swinging about.</li> <li>❑ Stamping of foot flat on ground instead of toes touching first.</li> </ul>
15.	<b>“Berhenti”</b>  “Halt”	<ul style="list-style-type: none"> <li>❑ Given when the left knee is at the highest point. ( <u>Right heel strikes the ground</u> )</li> <li>❑ Replace the left foot and bend the right knee and assume the position of attention</li> </ul>	<ul style="list-style-type: none"> <li>❑ Not lifting up knees high enough to force down and achieve synchronized banging.</li> </ul>
16.	<b>“Satu/ Dua/ Tiga/ Empat/ Lima Langkah Ka Kiri/ Kanan Gerak”</b>  “One/ Two/ Three/ Four/ Five Paces Left/ Right March!”	<ul style="list-style-type: none"> <li>❑ Given when body of men who are initially stationary to side paces left/right at paces of shoulder width.</li> <li>❑ Leg nearer to the direction of shift to be raised to a 90° angle with toes pointing downwards to achieve a side pace of shoulder width distance away. Alternate leg to be simultaneously lifted to 90° angle and to assume new position of attention. (1 cycle)</li> <li>❑ Continue cycle to complete the instructed number of pace(s).</li> <li>❑ Upon final cycle, alternate foot to be forced down to the ground at double quick time to resume position of attention.</li> </ul>	<ul style="list-style-type: none"> <li>❑ Arms not locked to the sides.</li> <li>❑ Body not upright</li> <li>❑ Looking down to the direction of shift.</li> <li>❑ Stamping of foot flat on ground instead of toes touching first.</li> <li>❑ Paces wider than shoulder width distance.</li> </ul>

<p><b>17.</b></p> <p><b>“Hormat Ka Hadapan, Hor-Mat”</b></p> <p>“Salute to the Front, Salute!”</p>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Right hand raised to front of head-dress</li> <li><input type="checkbox"/> Tip of fore finger touching peak of head-dress</li> <li><input type="checkbox"/> Fingers and thumb closed together</li> <li><input type="checkbox"/> Outer edge of palm positioned slightly downwards</li> <li><input type="checkbox"/> Upper arm parallel to the ground, elbow slightly inclined forward, hand and wrist straight</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Upper arm not parallel to the ground.</li> <li><input type="checkbox"/> Outer edge of palm not turning downwards</li> <li><input type="checkbox"/> Hand, fingers and wrist bent</li> </ul>
<p><b>18.</b></p> <p><b>"Sedia!"</b></p> <p>"Attention"</p>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Drop elbow to the side of body in the shortest and fastest movement</li> <li><input type="checkbox"/> Close palm and clench fist on downward movement</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Dropping the hand in an outward motion</li> <li><input type="checkbox"/> Not resuming to Attention position with the right hand</li> </ul>

