



Convoy and Parade Operations



NOTE: This course is a continuation of the Crew Commander Course and the Crew Commander Course is a pre-requisite of this course.



CTM Convoy and Parade

Course Agenda

1. Concepts and Definitions
2. Vehicle Crew Roles
3. Pre-movement Activities
4. Activities during movement
 1. Route Recce
 2. O-Group/Safety Brief
 3. Vehicle Checks
 4. Forming Up
 5. Route Operations
 6. Actions on Mechanical Breakdown
 7. Actions on Accident/Public Incident
 8. Actions on Medical Incident
 9. Actions on Separation
 10. Presenting Honours
5. Post-movement Activities
6. Non-Museum Participants



Concepts and Definitions

Packets

Vehicle Separation

Radio Net



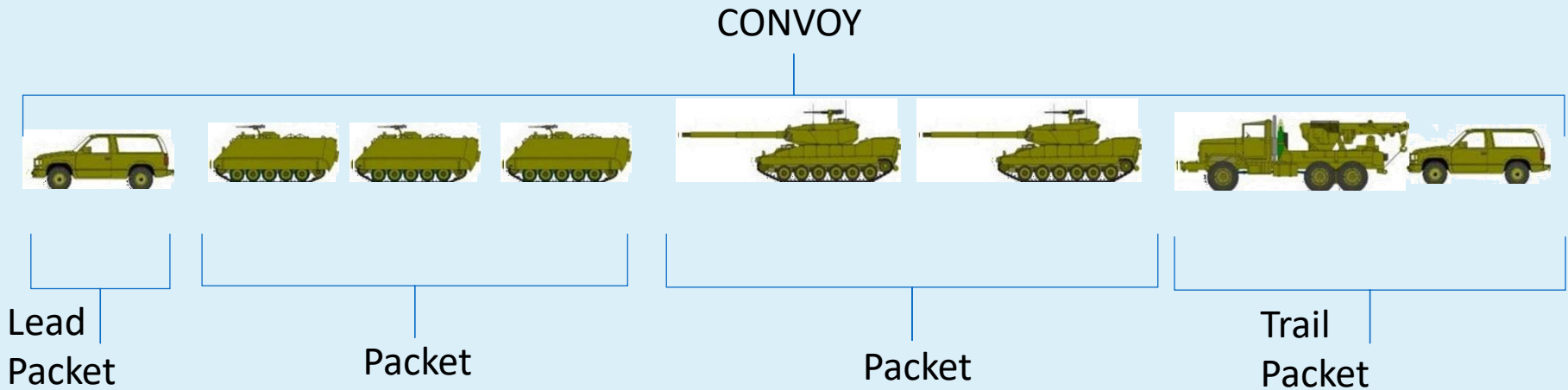
CTM Convoy and Parade

Definitions

- A convoy is defined as “a group of vehicles travelling together for convenience or protection”. In the Museum, a convoy is 2 or more vehicles moving or travelling from/to the Museum to/from an event.
 - Another name for a Convoy is “Road Move” or “Administrative Move”
 - A Convoy can be Informal or Formal.
 - An Informal Convoy has a very small number of vehicles, only one packet, is not time bound, and does not have a formal Operations Order.
 - A Formal Convoy has many vehicles, many packets, is time bound, and has a formal Operations Order.
- A parade is defined as “a public procession, especially one celebrating a special day or event”
 - A parade follows the same rules as a Convoy with the understanding that other elements will be a part of the parade and the parade organization will issue the “Ops Order”



Convoy Organization



- A Convoy is made up of a number of “Packets”
- Each packet is made up of 2-6 vehicles.
 - Size based on the ability to go through a stoplight as a group.
- Normally, packet vehicles are of a similar speed, weight, and performance characteristics.
- Each Packet has a Packet Leader in the Lead Vehicle



CTM Convoy and Parade

Speed and Distance



Urban or Close Column

- Used in Urban Situations
- Vehicle Separation is 5m.
- Packet Separation is 5m.
- Maximum Speed is 30 KMh.



Highway or Open Column

- Used for Highway movement.
- Vehicle Separation is 10m.
- Packet Separation is 30m.
- Maximum Speed is 70 KMh.



* These are guidelines and can be overridden by Operations Order, the On-site commander, or by the Driver due to environmental or vehicle issues.



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Distance between Vehicles



- It is the responsibility of the DRIVER to maintain the correct distance between vehicles and packets
- It is the responsibility of the CREW COMMANDER to supervise and assist.
- The DRIVER is expected to ensure that the distance between vehicles is the distance stated in the Operations Order or the safe stopping distance (based on the weight of vehicle, type of brakes, and road conditions) whichever is GREATER!



Distance between Vehicles – D'OH



- Both Driver and Crew Commander must:
 - Keep vehicle separation tight enough to deter non-convoy/civilian vehicles from getting in-between convoy vehicles and/or packets without sacrificing safe stopping distance.
 - Drivers are expected to use horns and lights to warn off non-convoy vehicles.
 - If the non convoy vehicle does not move, Driver is to back off to a safe distance.



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Functional Packets



Lead Packet

- Packet Lead is Convoy Lead
- Single Vehicle or may be multiple
- Packet lead may be the Convoy leader
 - Set the Pace of the Convoy
 - Ensures the correct route is followed
 - Ensures that bridges, tunnels, and power lines are safe for the rest of the convoy
 - Liaises with external groups (i.e. Police)



Trail Packet

- Packet Lead is Trail Lead
- Composed of Recovery, Medical, and Admin Assets
- Manages:
 - Incidents Stopped Vehicles
 - Recovery
 - Accidents
 - Medical Issues
- Carries Pylons, First Aid, Fire Extinguisher (X3)



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Packet Organization



Packet Lead

- Set the Pace of the Packet
- Maintains Distance to preceding Packet
- Signals Turns, Stops, etc.
- Carries First Aid, Fire Extinguisher (X1)



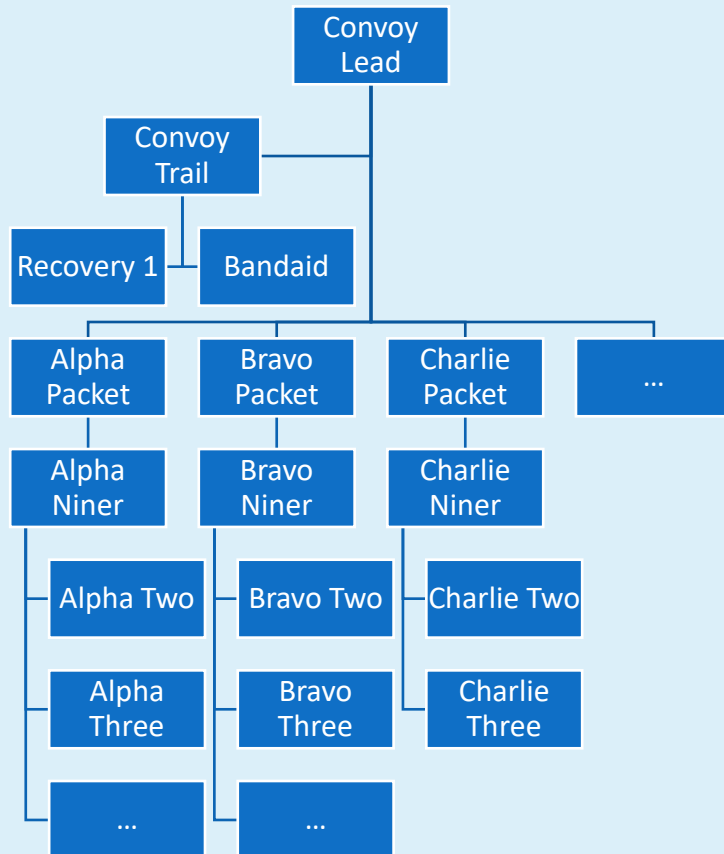
Packet Vehicles

- Maintains Speed
- Maintains Distance to preceding Vehicle
- Passes on Signals to Turn, Stop, etc.
- Carries First Aid, Fire Extinguisher (X1)



CTM Convoy and Parade

Radio Net Diagram



- There will be a radio net for all lead and niner callsigns (Convoy net)
- Each Packet will have their own net.
- May use individual call signs (i.e. may use Niner or Niner-Alpha rather than “Convoy Lead”)
- Other standard Call Signs are still in effect (Sunray)





Crew Responsibilities

Crew Commander

Driver

Passengers



CTM Convoy and Parade

Hand and Arm Signals

- Used to communicate movement to other vehicles; either museum or other; Make sure the signal is early enough
- Signals passed from vehicle to vehicle.
- Initiated by packet lead
- Can be used from a hatch or a window
- Must be out of the hatch high enough to be seen
- Signals can and should be repeated several times
- Standard Signals
 - Turning Left and Right
 - Stopping and Moving
 - Speed Up and Slow Down
 - Spread out and Close Up



CTM Crew Commander Course

Turning



Turning
Right



Turning
Left



CTM Crew Commander Course

Stopping and Moving forward

Stopping



- Hold one or both both arms straight up to signal Stopping

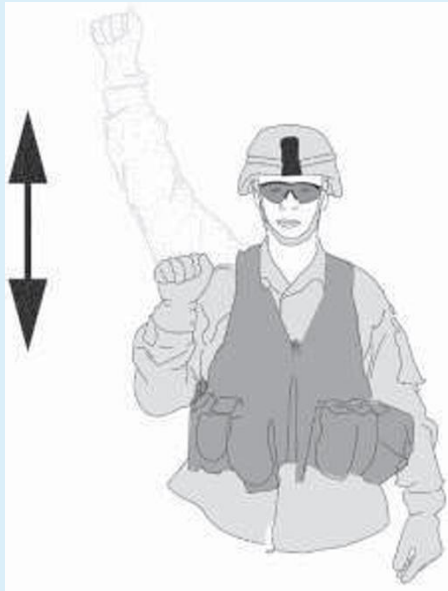
Move



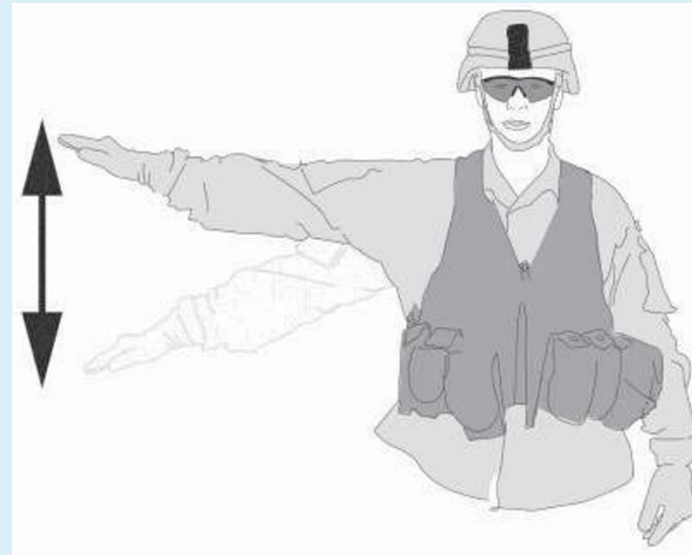
- Wave one or both arms forward to signal forward movement



Speed Up and Slow Down



- Speed up is raise the fist to shoulder level; thrust the fist upward to the full extent of the arm and back to shoulder level rapidly several times.

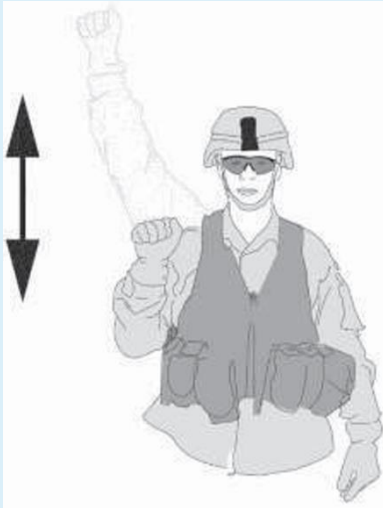


- Extend the arm horizontally sideward, palm facing downward; wave the arm downward several times, keeping the arm straight.



Speed Up and Slow Down

Speed Up



- raise the fist to shoulder level; thrust the fist upward to the full extent of the arm and back to shoulder level

Slow Down

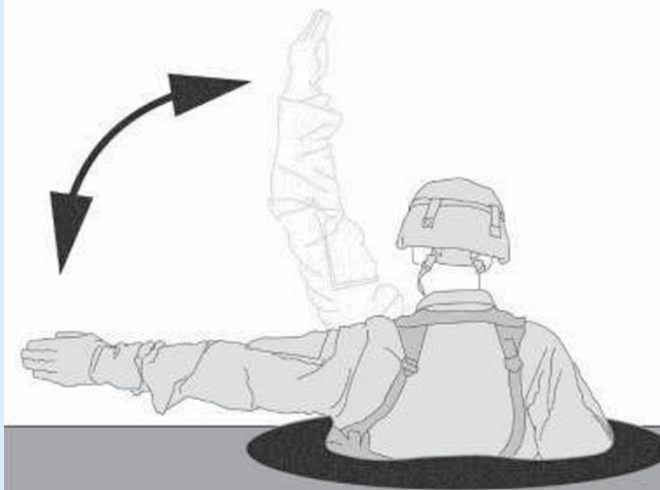


- Extend the arm horizontally sideward, palm facing downward; wave the arm downward, keeping the arm straight.



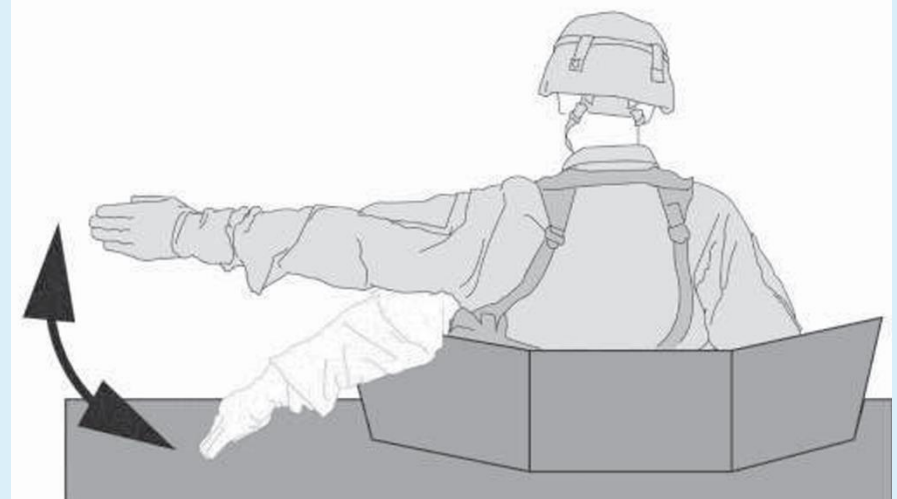
Close Up and Spread Out

Close Up



- Close up is extend the left arm sideward to the horizontal, palm up, and raise it to the vertical.

Spread Out



- Spread out is extend the left arm horizontally to the side, palm to the front, then move the arm downward to a 45-degree angle below horizontal.



Convoy Signals



CTM Convoy and Parade

The Crew

Crew Commander

- Knows convoy route and any special instructions
- Controls any passengers
- Maintains 360 degree safety awareness
- Supervises distance
- Controls Vehicle Movement

Driver

- First, last, and halt parades including fluids and POL
- Ensures Vehicle is prepared
- Maintains awareness of road/weather conditions
- Responsible for distance
- Follows CC directions

Passenger(s)

- Assist in cleaning and preparing vehicle under instruction of driver
- Follow all Crew Commander instructions



CTM Convoy and Parade

Communications

- Primary method of communication is radio
 - Use Museum Voice procedures,
 - Used mostly for packet command and control, and
 - Use radio net and call signs as per this course.
- Second Method of communication is hand signals
 - Used mostly for vehicle command and control, and
 - Method:
 - Packet leader gives signal from Packet lead,
 - Packet #2 Crew Commander repeats signal for Packet #3, and
 - Repeats for all vehicles in the packet.
- External Communication will be through the use of Cell Phones
 - The Driver will not use Cell Phones while driving.



Activities during movement

Ops Order

Route Recce

O-Group/Safety Brief

Vehicle Checks

Forming Up

Route Operations

Actions on Mechanical Breakdown

Actions on Accident/Public Incident

Actions on Medical Incident

Actions on Separation

Presenting Honours (Parade)



CTM Convoy and Parade

Operations Order

- The Ops Team will compose the Ops Order
 - For Formal Convoys, this will be a detailed written order.
 - For Informal Convoys, this may be a Fragmented Order or even verbal.
- The Ops Order will contain (at a minimum)
 - Timings (O-Group, Vehicle Checks, Form Up, Roll out, Expected Arrival),
 - Route of March (If required, Rest and Meal Stops)
 - Command Team and Callsigns,
 - Order of March including Drivers, Crew Commanders, and Passengers,
 - Important Traffic Regulations,
 - Speed and Distance,
 - Procedures for Break downs, Accidents, Medical Issues;
 - Any Critical points, and
 - Driver responsibility.

UNITED STATES ARMY
Office of the Operations Officer
APO SF: 96770
San Francisco, California

5 August 1965

OPERATIONS ORDER 1

Version: 11.1

Date of Revision: 5 August 1965

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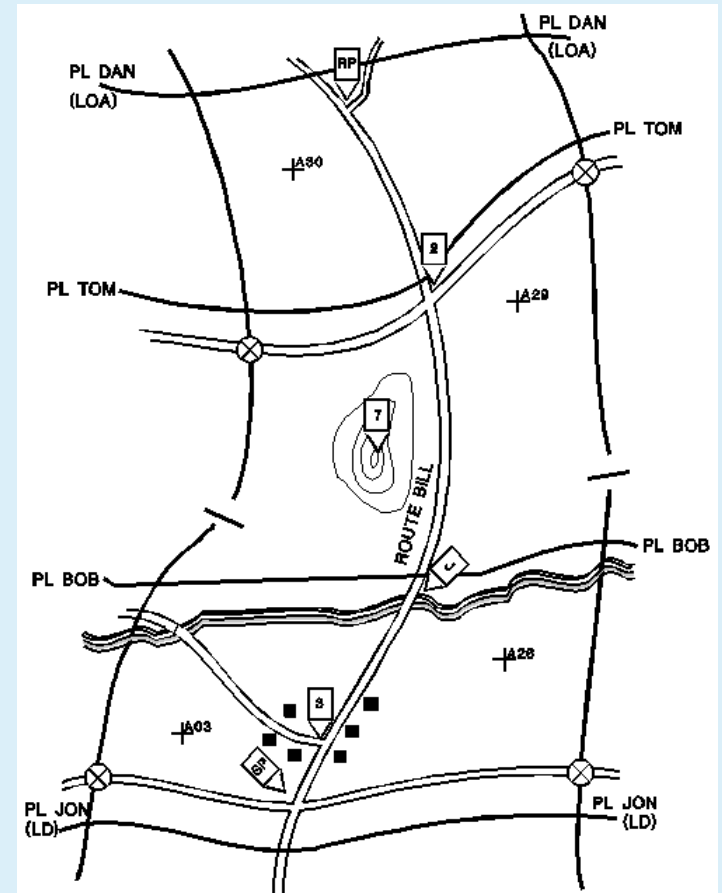
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CTM Convoy and Parade

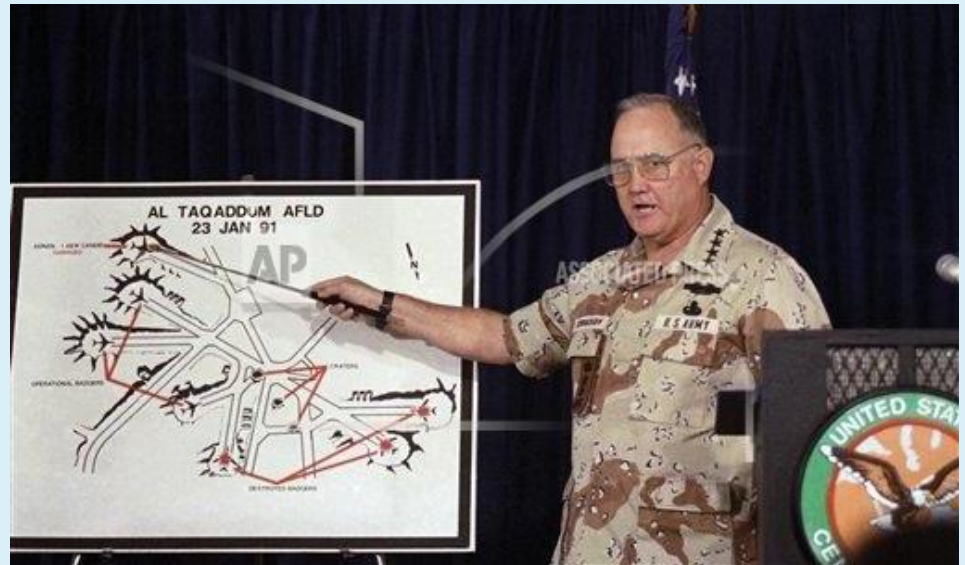
Route Recce

- Within 48 hours of convoy, a route reconnaissance must take place.
- Ensure planned route is open, safe, and clear.
- Identify any hazards (Tunnels, Bridges, Road Construction, Stop lights, Power lines).
- In some situations (well-known route, long distance, etc.), the decision may be made to do a “map recce”. In such a case, the Ops Team will check the route using maps.
- This information will be used to adjust the Ops Order if necessary.



O-Group/Safety Brief

- The Convoy will start with either an O-Group or a Safety Brief.
- All Drivers, Crew Commanders, Packet Leads, and Command Team **MUST** attend.
- Key points of the Ops Order will be covered.
- Any changes to the Ops Order will be covered.



CTM Convoy and Parade

Vehicle Checks

- Drivers are responsible for First Parading their Vehicle and resolving any deficiencies.
- A First Parade is good for 24 hours.
- Prior to movement, the Driver and the Crew Commander will:
 - 360° Walk around
 - All hatches, doors, ramps are locked, either open or closed.
 - No loose equipment that can come off of vehicle while moving
 - No loose equipment in vehicle that could cause a hazard
 - Small items could get stuck under driver's pedals
 - Small items could get stuck under turret basket
 - Turret free to traverse
 - First Aid Kit, Fire Extinguisher, Road Hazard Kit, Hi-Vis Vest(s)
- Crew Commander will brief Passengers on all relevant issues.
- Drinks and snacks as per personal requirements.



Bundesarchiv, Bild 1011-278-0875, 30
Foto: Weimeyer 1944 Januar - Februar



CTM Convoy and Parade

Forming Up

- Vehicles will be Formed up by order of march
- Flags and Antennas will be stowed.
- Final Safety Checks:
 - Headlights on
 - Seatbelts on (where possible)
 - No use of Cell Phone by Driver
 - No photography or video by Driver or Crew Commander while on the move.
 - Radio Checks



CTM Convoy and Parade

Route Operations

- If Convoy has police support:
 - Follow all police instructions
 - Proceed without stopping at stop signs and lights where the police are present and blocking other traffic.
- Actions on:
 - Turns
 - Changing Lanes
 - Mechanical Breakdown
 - Accident/Public Incident
 - Medical Incident
 - Separation



Turns

1. Crew Commander identifies upcoming turn.
2. Crew Commander issues Preparatory (CC says “Driver, prepare to turn left at the lights”).
3. Crew Commander ensures signal or radio to packet.
4. Driver Acknowledges (Driver repeats back “Turn Left at the lights”)
5. Crew Commander ensures that the way is clear.
6. Execution (CC says “Driver, Turn Left”).
7. Driver complies if safe to do so.



Changing Lanes

1. As a General Rule, convoy vehicles should not change lanes. They should stay in the curbside lane.
2. Crew Commander or Driver identifies need to change lanes.
 1. The Driver can simply say “ We need to change lanes.”
3. Crew Commander “Driver, Prepare to Change Lanes, Left”
4. Driver “Ready to Change Lanes, Left”
5. Crew Commander ensures lane is clear and no closing traffic
6. Crew Commander “Driver, Clear to move left”
7. Driver pulls into left lane, if safe to do so.
8. Crew Commander watches blind spot and rear of vehicle UNTIL VEHICLE IN NEW LANE.



Mechanical Breakdown

1. Disabled vehicles must be moved a sufficient distance off the roadway so as not to present a hazard to road traffic.
 1. Disabled vehicles are not to be left unattended.
 2. Crew and Passengers must stay either in the vehicle or well off the roadway.
 3. Appropriate Warning Kit to be deployed (Cones, Safety Triangle, flares Etc.)
 4. Crew Commander contacts “Convoy Lead”. Convoy Lead to contact Convoy Trail (unless Convoy Trail comes across disabled vehicle first.)
2. Roadside repairs only take place for simple and basic repairs allowing for the limits of crew capability and safety.
3. Wrecker and light recovery (with Tow Bar) will be in the Trail Packet.



Accident/Public Incident

1. Assist any injured personnel immediately within your training.
 1. Contact “Bandaïd”
 2. Call 911 for ambulance if warranted.
2. Contact Convoy Lead and Convoy Trail for assistance.
3. Convoy Lead will Liaise with Police.
4. Convoy Trail and Bandaïd will be on-scene and will coordinate response.
5. Do not speak to media or public. Do not make any statements regarding blame.



Medical Incident

1. Assist the injured personnel immediately within your training.
 1. Contact “Bandaïd”
 2. Call 911 for ambulance if warranted.
2. Contact Convoy Lead and Convoy Trail for assistance.
3. Convoy Trail and Bandaïd will be on-scene and will coordinate response.
4. Do not speak to media or public. Do not make any statements regarding blame.



Separation

In the event that the convoy is broken up, each Packet Lead will take control of their packet and follow the route.

In the event that a packet is broken up, the Packet lead will pull over if safe to do so to allow the following vehicles to catch up. If not safe to do so, Packet lead will radio for the missing vehicle(s) to proceed independently.



Separation (Part 2)

During a convoy, the packet is expected to stick together. Keeping the packet together is a key responsibility of the Packet Leader. This is especially important on long administration moves.

If one vehicle has to drop out/pull over; the entire packet should pull over together. The packet has to stay together as much as possible.

Because of this, Crew Commanders **MUST** keep an eye on the packet vehicles before and after their vehicle. Do not trust the radio.

The exception to this rule is during a parade. If a vehicle breaks down during a parade, the rest of the packet DOES NOT pull over with it.



Presenting Honours (Saluting on Parade)

When Passing Cenotaphs, National Memorials, Regimental Colour Parties, Significant VIP or similar – not every flag or veteran;

Only the Crew Commander salutes. (If the Crew Commander is not comfortable saluting, sitting at attention will suffice.)

The Driver continues to drive forward.

Passengers sit at attention.

Smartly, salute when passing.

Brief all passengers so they are aware and follow such orders.

Special attention if passengers are veterans or VIPs.



CTM Convoy and Parade

Engaging with the Public

- While on parade, feel free to engage with the public by waving etc.
- Remember you represent the Museum and by extension the Canadian Forces – stay within reasonable bounds of conduct.
- The Driver focuses on driving and does not engage with the public.
- Do not engage with the public when:
 - Presenting honours,
 - During Last Post, Oh Canada, or God Save the King.



CTM Convoy and Parade

Post Movement Responsibilities

Final Parade
Debrief



CTM Convoy and Parade



You helped get it dirty, you'll help get it clean.



CTM Convoy and Parade

Final Parade

Passengers and Crew Commander
and under the direction of the
Driver:

1. Assist in Cleaning the Vehicle
2. Assist in Fueling the Vehicle
3. Assist in Final Parading the Vehicle



CTM Convoy and Parade



**No one goes to the Wing until we all go
to the Wing.**



CTM Convoy and Parade

Non- Museum Participants



CTM Convoy and Parade

Non- Museum Participants

Invited Non-Museum may participate as passengers only.

Non-Museum vehicles must convoy to the event on their own.



CTM Convoy and Parade



Convoy and Parade Operations