



VASSAR Color Guard Workshop

Zoom presentation of the Workshop held at the
2022 Semi-Annual Conference
Williamsburg



Workshop Agenda

- **VASSAR Color Guard summary (Melhuish)**
- **Accident/Incident Reporting (Melhuish)**
- **VASSAR General Liability Insurance (Rankin)**
- **Training and Certification (Bonner)**
- **Q/A**



Color Guard Summary

Size of the Guard - 108*

- Northern: 51
- Eastern: 18
- Central: 12
- Southwest: 26

Events scheduled CY 2022 - 103

Events completed this CY (as of today) - 84

- National/District: 29
- State: 10
- Chapter: 38
- Other: 7

* Includes active; semi-active; and temporarily inactive



Accident/Incident Reporting



Accident/Incident Report Form

Virginia Society, Sons of the American Revolution

Version: May 2022

Two-page form used to record A/I information

➤ VASSAR Event Organizer & CG Cdr should have on hand

Date of Report (MM/DD/YYYY): _____

Type of Incident : Accident Incident Other _____

Location of Incident: _____

Date of Incident (MM/DD/YYYY): _____

Time of Incident: _____ (am or pm)

Responsible VASSAR Chapter/Unit: _____

POC name : _____

Phone: _____

Name of Injured or Involved Person(s):

1. _____ Age: _____ Sex: _____

2. _____ Age: _____ Sex: _____

3. _____ Age: _____ Sex: _____

Name/Addresses of Witnesses (each witness should attach a signed statement of what happened):

1. _____

Address: _____ State: _____ Zip: _____

Phone: _____

2. _____

Address: _____ State: _____ Zip: _____

Phone: _____

3. _____

Address: _____ State: _____ Zip: _____

Phone: _____

Describe the Incident in Detail: (Note the type of activity taking place at the time of the Incident. Describe any property and/or equipment involved.)

(Use additional pages as necessary)

Wallet Card

➤ Guardsmen encouraged to carry this


EMERGENCY CONTACTS AND TELEPHONE NUMBERS

VASSAR SECRETARY:
TIM DIOQUINO
(703-628-4754)

VASSAR LEGAL COUNSEL:
ERIC MONDAY, ESQ.
(276-252-1032)

VASSAR CG COMMANDER:
CHRIS MELHUSH
(757-286-8316)

VASSAR SECURITY ADVISOR:
JIM O' KELLEY
(434-806-7302)



THESE PROCEDURES SHOULD BE FOLLOWED IN THE EVENT OF A SERIOUS INCIDENT INVOLVING VASSAR MEMBERS (ACCIDENT, MAJOR MEDICAL ISSUE, PROPERTY DAMAGE ETC.) IN THE COURSE OF A VASSAR EVENT

INCIDENTS RESULTING IN SERIOUS INJURY AND/OR FATALITY

- CALL 911 FOR EMERGENCY ASSISTANCE
- STABILIZE SITUATION, RENDER FIRST AID IF REQUIRED
- VASSAR REPRESENTATIVE REMAIN ON SCENE
- CONTACT VASSAR POCS ON BACK OF CARD ASAP
- PROVIDE STATEMENT ONLY TO POLICE/VASSAR
- DOCUMENT SCENE WITH PHOTOS
- COMPLETE VASSAR ACCIDENT/INCIDENT REPORT ASAP
- GET A COPY OF THE POLICE REPORT

DO NOT PROVIDE STATEMENTS TO THE MEDIA



Accident/Incident Reporting

Version 3: July 16, 2022



Virginia Society Sons of the American Revolution

Accident/Incident Response Plan

This plan shall be reviewed annually by the Executive Committee; and whenever a change of Executive Committee Officers occurs.

Drafted by
Compatriot Chris Melhuish
and
Compatriot Jim O'Kelley

VASSAR A/I Response Plan (ExCom)

➤ Process described below

Accident/Incident Reporting Procedures

Report	Submitted by	Notes
Initial voice report to VASSAR President and VASSAR Chancellor. <ul style="list-style-type: none"> If Color Guard related, VASSAR Color Guard Commander should be called after the above officers. If incident involves confrontation with members of the public, then the VASSAR Security Advisor should be called. 	VASSAR On-scene member (normally the VASSAR Chapter President, but if VASSAR is in support of another organization, then the senior VASSAR member on-scene)	<ol style="list-style-type: none"> Obtain name and phone number of person making report. Note scope of incident (death, injury, damage, etc.), and if situation has stabilized. Ask if member has access to VASSAR Accident/Incident Form.
Voice report to VASSAR Executive Director.	VASSAR President or Chancellor	5. Tel: 502-589-1776; extension #12
Voice report to Insurance Company.	VASSAR Chancellor	6. 1-888-285-8076 7. Ref: Policy Nr. LOC-GL-0006437-00
Accident/Incident Report Form (See attached annex).	VASSAR On-scene member	8. Form should contain as much information as possible. Photographs should also be taken as documentation.
Accident/Incident Report Form.	VASSAR ExCom	9. Submitted to Insurance Company. 10. Follow Insurance Company reporting timeframe requirement.



General Liability (GL) Insurance

GL policy effective 6/30/22 (Lockton Affiliates)

- Reviewed annually 90 days prior to renewal by VASSAR Insurance Committee
- Renewed annually to ensure coverage continuity
- Deposit Premium paid on inception date, based on estimated # of events
- Expect CG activities to be audited (e.g., # firing events conducted)

Covered

- VASSAR, the entity, and all VASSAR Compatriots in good standing
- VASSAR Compatriots attending In-State and Out-of-State events
- Black powder firing of blanks by the Color Guard (musket/long rifle only)

Not covered

- Non-VASSAR organizations/individuals (e.g., VADAR, C.A.R., Re-enactors)
- Policy exclusions (e.g., fireworks, TNT, C-4, autos/trucks, etc.)



Training and Certification

Objective

- To continue to mature our practices and procedures
- Place appropriate emphasis on safety, first and always
- Promote and recognize competence in the safe use of black powder weapons

Personas

- Musket Man
- Safety Officer
- Musket Squad Commander

Approach

- Color Guard workshops, Annual/Semi-Annual meetings, Regional, Ad hoc
- Demonstration of competent and safe use
- Certification by persona
- Considering level of activity, periodicity, other metric for continual training and certification



Training and Certification

Persona – Musket Man

To be certified to fire a black powder musket or rifle at a Virginia SAR sanctioned event, the Musket Man must be able to satisfactorily demonstrate the following:

Item	Skill	Certified by	Organization	Date
M.1	Conduct a firelock safety check. Describe what safety features are required for your firelock (e.g., hammer stall, flash guard, half cock check, and material condition).			
M.2	Demonstrate 'Secure Firelock,' 'Search Firelock,' and 'Poise Firelock' during safety check.			
M.3	Demonstrate the common movements and sequence for 'Shoulder Arms,' 'Present Arms,' and 'Advance Arms.'			
M.4	Describe the maximum powder load for your firelock and caliber.			
M.5	Demonstrate the proper rolling of a cartridge.			
M.6	Demonstrate the proper sequence through 'Prime and Load,' 'Make Ready,' 'Take Aim,' and 'Fire,' and 'Recover' in a safe manner.			
M.7	Demonstrate correct misfire procedures (e.g., flash in the pan, or other fail to fire examples).			



Training and Certification

Persona – Safety Officer

To be certified to command a musket squad at a Virginia SAR sanctioned event, the Safety Officer must be able to satisfactorily demonstrate the following:

Item	Skill	Certified by	Organization	Date
O.1	Demonstrate competencies M.1 – M.7			
O.2	Demonstrate knowledge by conducting a firelock safety check			
O.3	Describe, with examples, how to approach site safety inspection, including obstructions, event observers, aiming point, etc.			
O.4	Demonstrate knowledge of firelock misfire procedures (e.g., flash in the pan, or other fail to fire examples).			
O.5	Demonstrate knowledge of Annexes A and B of the Virginia SAR Color Guard Handbook.			
O.6	Describe the roles of Color Guard Commander and Musket Squad Commander, related firelock firing.			



Training and Certification

Persona – Musket Squad Commander

To be certified to command a musket squad at a Virginia SAR sanctioned event, the Musket Squad Commander must be able to satisfactorily demonstrate the following:

Item	Skill	Certified by	Organization	Date
C.1	Demonstrate competencies M.1 – M.7			
C.2	Demonstrate knowledge of period commands and maneuvers related to 'Prime and Load,' 'Take Aim,' 'Fire,' and 'Recover,' in accordance with Annex C of the Virginia SAR Color Guard Handbook.			
C.3	Demonstrate knowledge of firelock misfire procedures (e.g., flash in the pan, or other fail to fire examples).			
C.4	Demonstrate knowledge of Annexes A and B of the Virginia SAR Color Guard Handbook.			



VASSAR Certification Cockades



Musket Squad Commander



Musket Safety Observer



Black Powder Musketman



Commander's Trivia Question

When a Bagpipe Lament is played at a ceremony, do you:

A: Go to Present Arms / Hand Salute?

Or,

B: Only come to Attention (do not Present Arms)?





Answer

When a Bagpipe Lament is played at a ceremony, you:

Only come to Attention (do not Present Arms or salute)



Questions?



Back up slides



Color Guard Polo Shirts

Proposed Polo Shirt Logo

