



ROYAL HUTT RIVER ARMY

1ST NORTH AMERICAN ROYAL GUARDS UNIT HANDBOOK – VOLUME I

ROYAL GUARDS

Forward

This edition of the Royal Hutt River Army 1st North American Royal Guards Unit Handbook – Royal Guards is based on the RHRA Handbook, 4th Edition and encompasses the many major changes which have occurred as our Army evolves in the 21st Century.

I would like to thank the following officers for their efforts, without which the production of this handbook would not have been possible: Lord Allan Sterling (Retired Commander of the Royal Army), Brigadier General Lady Marion Sterling, DRO; Colonel Ed Rupert, Commanding Officer of the 1st North American Royal Guards; Colonel William B. Speir, Jr., Chief of the Royal Artillery of the Royal Hutt River Army and Commander of the Royal Military College of the Royal Hutt River Army; Sir David Burkhart, Earl Marshall of the Principality of Hutt River; Vice-Admiral Sir Robert Hartnett, Commander of the Royal Hutt River Navy; and, Commodore Sir Anthony Ziagos, Deputy Commander of the Royal Hutt River Navy.

Let us continue to grow the Army and actively add to the development of our Principality.

*Prince Leonard, Sovereign
Principality of Hutt River*



Royal Hutt River Army

1st North American Royal Guards Unit Handbook – Volume I Royal Guards

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Section One

Defence Force Act 1998

In December, Cabinet approved the Defence Force Act 1998, which sets up the parameters under which the Defence Forces operate. A copy of the Act is attached as Section Three. This handbook constitutes regulations pertaining to the Army under this Act.

Rationale of the Defence Forces

The Principality of Hutt River Defence Forces are primarily ceremonial. Security, e.g. for visiting dignitaries and social functions, intelligence, and logistics (manpower and equipment) are other functions served by the forces.

RHRA Structure

All Principality of Hutt River Defence Forces fall under the command of the Council of Commanding Officers (CCO), which is comprised of the Commander and Deputy Commander of each of the Branches of service – Army, Navy, Air Force.

The typical name for the RHRA units is “Royal Guards.” It represents a ceremonial and totally defensive type of unit, which is what the RHRA is. There are Royal Guards units around the world.

The 1st North American Royal Guards is located in the United States of America. The 1st North American Royal Guards has a number of special functions for the efficient and effective execution of the Unit's activities. These functions include the following:

Infantry – The Infantry is comprised of Unit members who performs the duties of the Royal Guards, but are not assigned to any other function.

Artillery – The Artillery, under the command of the Chief of the Royal Hutt River Artillery, is comprised of Unit members who oversee the 1st Regiment Royal Artillery and the Royal School of Artillery of the Royal Hutt River Army, and the Ordinance Corps.

Cavalry – The Cavalry is comprised of mounted Unit members who perform mounted ceremonial duties.

Protection – The Protection Function is comprised of Unit members who coordinate and provide protection and assistance to Principality visitors and officials.

Intelligence – The Intelligence Function is comprised of Unit members who are responsible for identifying items of interest that could affect the sovereignty of the Principality and the safety and security of its leaders and officials.

Standards – The Standards Function is comprised of Unit members who are responsible for maintaining the Unit emblems (in conjunction with the Royal College of Heraldry of the Principality), the Unit's Standard Operating Procedures, and the Courses of Instruction of the Royal Hutt River Military College.

Justice – The Justice Function is comprised of Unit members who are responsible for maintaining proper military behavior according to the rules of law and the Code of Justice.

Supply – The Supply Function is comprised of Unit members who are responsible for maintaining Unit-specific uniform supplies and for maintaining the list of approved uniform suppliers.

Internal Communications – The Internal Communications Function is comprised of Unit members who are responsible for all internal communications within the Unit, the Royal Hutt River Army, the Royal Hutt River Defence Forces, and the Principality.

External Communications – The External Communications function, under the command of the Unit Adjutant, is comprised of Unit members who are responsible for all communications between the Unit and entities outside of the Principality. This includes maintaining the Unit's web sites. This function also coordinates the charitable and humanitarian activities of the Unit.

Transportation – The Transportation Function is comprised of Unit members who are responsible for logistical support for the Unit, and any visitors and officials of the Royal Hutt River Army, the Royal Hutt River Defence Forces, and the Principality.

Engineers – The Engineers are Unit members who are licensed Civil, Mechanical, Industrial, Construction, Electrical, or Computer engineers.

Aviation – The Aviation Function is comprised of Unit members who are licensed airplane or helicopter pilots, or who work in the aviation field.

Medical – The Medical Function is comprised of Unit members who are Board Certified or licensed medical practitioners (physicians, technicians, nurses, administrators).

Comparative Ranks and Forms of Address

The form of address is only shown when different from the rank.

ARMY RANKS		NAVY RANKS		AIR FORCE RANKS
General of the Army	<i>“General”</i>			
Lieutenant General	<i>“General”</i>	Vice-Admiral	<i>“Admiral”</i>	Air Marshall
Major General	<i>“General”</i>	Rear Admiral	<i>“Admiral”</i>	Air Vice Marshall
Brigadier General	<i>“General”</i>	Commodore		Air Commodore
Colonel		Captain		Group Captain
Lieutenant Colonel	<i>“Colonel”</i>	Commander		Wing Commander
Major		Lieutenant Commander		Squadron Leader
Captain		Lieutenant		Flight Lieutenant
Lieutenant		Sub Lieutenant	<i>“Lieutenant”</i>	Flying Officer
2 nd Lieutenant	<i>“Lieutenant”</i>	Ensign		Pilot Officer

Saluting

Applies only when both officers are in uniform. The junior officer salutes the senior officer, who then returns the salute. This courtesy applies across services as well as within the service. The style of the salute is that used by the US Forces.

Forms and Reports

The only forms that must be completed include: the Request for Recognition Ribbon Form (sent to the CCO), Recommendation for Promotion Form (sent to the CCO), and Request for Commission Form (sent to the Sovereign).

An After Action Report must be filed with the Unit Commander after the completion of any significant action performed while representing, or on behalf of, the RHRA and/or the Principality of Hutt River. The Unit Commander will maintain these reports and will forward or summarize them for the CCO on a periodic basis.

RHRA Badge

The Royal Hutt River Army has adopted the image below as its official Badge. The motto on the badge is: “His Principi Servitium” - With These We Render Service to the Prince.

This motto was chosen so reaffirm our allegiance to the Sovereign and to align with the RHRA duty of defending and protecting the Prince when he is abroad.



Distinctive Unit Insignia

Each Royal Guard Unit of the Royal Hutt River Army has a unique identified that is approved by the Earl Marshall of the Royal College of Heraldry. The Distinctive Unit Insignia (DUI) for the 1st North American Royal Guards is as follows:



Regimental Emblazon

Each Royal Guard Unit of the Royal Hutt River Army may have a regimental emblazon that is approved by the Earl Marshall of the Royal College of Heraldry. The Regimental Emblazon for the 1st North American Royal Guards is as follows:



The Regimental Emblazon for the 1st North American Royal Guards includes the following components:

- The Crown of State for the Principality of Hutt River as a symbol of our loyalty to the Principality and to the Sovereign;
- The National Flag of the Principality;
- The Regimental Colours of the 1st North American Royal Guards;
- The Garter as a symbol of our unity of purpose;
- The Lion, which is part of the RHRA Badge and the Sovereign's Arms, holding the Maple Leaf of Canada and the Bald Eagle of the United States of American; and,
- The Olive Branches as symbols of our peaceful nature and purpose.

Section Two

Service Ribbons

Ribbons are worn above the left pocket. The ribbons as designated below are not honours, medals, or unit citations that are awarded by the discretion of the Sovereign. Billet Ribbons are issued by the Unit Commander, and Service Achievement ribbons are issued by the Unit Commander and by the Council of Commanding Officers (CCO), which is comprised of the Commander and Deputy Commander of each of the Branches of service – Army, Navy, Air Force. The request for a recognition ribbon is made to the Unit Commander, who then forwards the request to the RHRA representatives on the CCO (in the absence of an active COA or DCOA, requests are made to the Commander of the Royal Navy) for any necessary approvals.




The ribbons are listed below in order of precedence (left to right, top to bottom).






Ribbons Awarded for Billets:

	<p>1. ARMY SUPERIOR SERVICE RIBBON (ASSR)</p> <p>The ASSR is awarded to members of the 1st North American Royal Guards who have rendered superior meritorious service in a position of significant responsibility, namely that of a Royal Guard Unit Commander. The ribbon is that of the US Army Defense Superior Service Ribbon.</p>
	<p>2. ARMY MERITORIOUS SERVICE RIBBON (AMSR)</p> <p>The AMSR is awarded to members of the 1st North American Royal Guards who have rendered superior meritorious service in a position of significant responsibility, namely that of a Royal Guard Unit Executive Officer. The ribbon is that of the US Army Joint Service Achievement Ribbon.</p>
	<p>3. ARMY ACHIEVEMENT SERVICE RIBBON (AASR)</p> <p>The AASR is awarded to members of the 1st North American Royal Guards who have rendered superior meritorious service in a position of significant responsibility, namely that of a Royal Guard Branch of Service Command. The ribbon is that of the US Army Achievement Ribbon.</p>

Ribbons Awarded for Service Achievement:

	<p>4. ARMY COMMENDATION RIBBON (ACR)</p> <p>The ACR is awarded to members of the 1st North American Royal Guards who distinguish themselves by meritorious achievement or service. The ribbon is that of the US Army Defense Meritorious Service Ribbon.</p>
	<p>5. ARMY HUMANITARIAN SERVICE RIBBON (AHSR)</p> <p>The AHSR is awarded to members of the 1st North American Royal Guards who distinguish themselves by meritorious direct participation in a significant act or operations of a humanitarian nature. It is not awarded for participation in domestic disturbances involving law enforcement, equal rights to citizens, or protection of property. The ribbon is that of the US Army Humanitarian Service Medal.</p> <p>To be eligible, the service member must meet the following requirements:</p> <ol style="list-style-type: none"> 1. Must have been a serving 1st North American Royal Guards officer at the time of direct participation in a humanitarian act or operation whether a 1st North American Royal Guards or Principality Initiative. 2. Must have directly participated in the humanitarian act or operation within the designated geographical area of operation and within specified time limits. 3. Must provide evidence, which substantiates direct participation in the humanitarian act or operation except when personally witnessed by a member of the CCO. Acceptable evidence includes the following: <ol style="list-style-type: none"> a. Certificates, letters of commendation or appreciation. b. Officer evaluation reports. c. Copies duty or special duty orders reflecting participation within the specified time frame and geographical location cited. d. After-action reports, situation reports, rosters, unit files or any other records or documentation, which verifies the service member's participation. e. Statements from commanders, supervisors, or other officials who were in a position to substantiate the service member's direct participation in the area of operation. 4. No person will be awarded more than one AHSR for participation in the same military act or operation.
	<p>6. LONG SERVICE AND GOOD CONDUCT RIBBON (LSGCR)</p> <p>The LSGCR is awarded to members of the 1st North American Royal Guards who have served the RHRA for a period of 5 years or more. In that time they must have had good conduct and have actually been involved actively. The ribbon is that of the US Army Good Conduct Medal.</p>

	<p>7. ARMY OVERSEAS SERVICE RIBBON (AOSR)</p> <p>The AOSR is awarded to members of the 1st North American Royal Guards who have served the RHRA for a period of 1 years or more outside the Principality. In that time they must have had good conduct and have actually been involved actively. The ribbon is that of the US Army Overseas Service Medal.</p>
 <p>(US Tour Variation)</p>	
	<p>8. International Volunteer Foreign Service RIBBON (IVFSR)</p> <p>The IVFSR is awarded to members of the 1st North American Royal Guards who have distinguish themselves by meritorious direct participation in a significant act or operations of Volunteer Service.</p>

Unit Citation

This is an official letter from the Sovereign and Commander in chief commending a unit on a job well done on a recent deployment. This would follow a recommendation to this effect by the COA or DCOA. Each member will receive a personalized copy of the citation.

Citation Ribbons

Upon receipt of a unit citation the appropriate citation ribbon may be worn.

Wearing of Family Medals and Decorations

As the Principality of Hutt River Defence Forces cherish military history and achievement, officers are permitted to wear family decorations on the right side of their chest. Their own medals (including foreign medals) must be worn on the left hand side of the chest. Qualification badges may be worn on either side of the chest.

Promotions

Promotions through the ranks is based on the recommendation of a superior officer. Self-nominations, while technically done in the past, is unusual and does not follow proper procedure nor respect the proper chain of command. An officer is recommended by his senior, and a form is completed and sent to the respective CCO member. The CCO Member endorses it and forward it to the Sovereign, who has the final say in these matters (in the absence of an active COA or DCOA, the form is sent directly to the Sovereign).

Section Three

Acts Relating to the Royal Hutt River Defence Forces

Article 1. Command of the Royal Hutt River Defence Forces.

- (a) The Commander in Chief (CC) of the Royal Hutt River Defence Forces is the Sovereign Prince of the Principality of Hutt River.
- (b) The Deputy Commander in Chief (DCC) of the Royal Hutt River Defence Forces is the Crown Prince of the Principality of Hutt River.

Article 2. Arms of the Royal Hutt River Defence Forces.

- (a) The Royal Hutt River Defence Forces shall be divided in two active Arms : the Royal Hutt River Army (RHRA) and the Royal Hutt River Navy (RHRN). Territorial Units and Special Branches may be created within the framework of both Arms.
- (b) A third Arm, The Royal Hutt River Air Force (RHRAF), shall be activated by way of future amendment of this Act, when sufficient qualified officers within the other Arms exist to allow successful establishment by way of transfer of personnel.

Article 3. Missions of the Royal Hutt River Defence Forces.

The missions of the Royal Hutt River Defence Forces shall be to :

- (a) Symbolize and uphold the sovereignty of the Principality of Hutt River ;
- (b) Provide a Guard of Honour to the Sovereign of the Principality of Hutt River;
- (c) Ensure the security of the Principality of Hutt River and give assistance to its visitors when requested ;
- (d) Perform logistic functions within the Principality of Hutt River as required;
- (e) Participate in ceremonial duty in the Principality of Hutt River and Abroad;
- (f) Develop charitable activities in coordination with the Diplomatic, Consular and other official Representations of the Principality of Hutt River.

Article 4. Admission to the Royal Hutt River Defence Forces.

- (a) Service in the Royal Hutt River Defence Forces shall be open to all Citizens and Overseas Citizens of the Principality of Hutt River who meet the qualifying criteria : that is minimum age of 18, prior military experience or civilian experience in at least two areas of direct relevance to the Arm they wish to enter.
- (b) Service in the Royal Hutt River Defence Forces shall be benevolent.
- (c) All applications shall be submitted on the prescribed application forms and accompanied by documentary proof of statements made and payment of the commission and registration fee.
- (d) All appointments are at commissioned rank and granted by the Commander in Chief of the Royal Hutt River Defence Forces or by the Deputy Commander in Chief of the Royal Hutt River Defence Forces if acting in that capacity.

Article 5. General Staff of the Royal Hutt River Defence Forces.

The General Staff of the Royal Hutt River Defence Forces consists of :

- (a) The Commander in Chief of the Royal Hutt River Defence Forces
- (b) The Deputy Commander in Chief of the Royal Hutt River Defence Forces
- (c) The Commanding Officer of the Royal Hutt River Army (COA)
- (d) The Commanding Officer of the Royal Hutt River Navy (CON)
- (e) The Deputy Commanding Officer of the Royal Hutt River Army (DCOA)
- (f) The Deputy Commanding Officer of the Royal Hutt River Navy (DCON)

Article 6. Command of the Royal Hutt River Defence Forces Arms.

- (a) The Commanding Officer of the Royal Hutt River Army shall be an Army officer appointed at or promoted to the rank of Major General or above.
- (b) The Commanding Officer of the Royal Hutt River Navy shall be a Navy officer appointed at or promoted to the rank of Rear Admiral or above.
- (c) The Deputy Commanding Officer of the Royal Hutt River Army shall be an Army Officer appointed at or promoted to the rank of Brigadier General or above.
- (d) The Deputy Commanding Officer of the Royal Hutt River Navy shall be a Navy officer appointed at or promoted to the rank of Commodore or above.
- (e) The Commanding Officers of the Royal Hutt River Army and the Royal Hutt River Navy shall be residents on the Australian Continent.

Article 7. Council of Commanding Officers.

The Commanding Officers and the Deputy Commanding Officers of the Royal Hutt River Army and the Royal Hutt River Navy shall form the Council of Commanding Officers (CCO). The Council of Commanding Officers shall have authority for all operational decisions affecting the Royal Hutt River Defence Forces.

Article 8. Defence Attaché.

- (a) A Defence Attaché may be appointed by the Commander in Chief of the Royal Hutt River Defence Forces or by the Council of Commanding Officers to the major Diplomatic, Consular or other official Representations of the Principality of Hutt River.
- (b) If the Defence Attaché is nominated by the Council of Commanding Officers, the formal agreement of the respective Diplomatic, Consular or other official Representation of the Principality of Hutt River shall be required prior to any effective appointment.
- (c) The Defence Attaché shall be responsible for the overall command of all Royal Hutt River Defence Forces personnel of his country of residence. He shall account to the Head of the respective Diplomatic, Consular or other official Representation of the Principality of Hutt River for all Royal Hutt River Defence Forces developments related to his mission.

Article 9. Army and Naval Attachés.

Subject to the prior agreement of the respective Diplomatic, Consular or other official Representation of the Principality of Hutt River, Army and Naval Attachés may be appointed by a Defence Attaché to administer their respective branches.

Article 10. Ranks, uniforms, awards and promotions.

(a) An accurate description of the Royal Hutt River Defence Forces ranks, uniforms and awards shall be laid down in the respective Royal Hutt River Army and Royal Hutt River Navy Regulations.

(b) The public wearing of the Royal Hutt River Defence Forces uniforms overseas shall be in accordance with local laws and regulations and subject to the prior agreement of the respective Diplomatic, Consular or other official Representation of the Principality of Hutt River .

(c) Promotions within the Royal Hutt River Defence Forces shall be subject to the requirements laid down in the respective Royal Hutt River Army and Royal Hutt River Navy Regulations.

(d) When a promotion is granted a new Commission certificate shall be issued by the Commander in Chief of the Royal Hutt River Defence Forces confirming the new rank.

Article 11. Resignation from the Royal Hutt River Defence Forces.

Officers may resign from the Royal Hutt River Defence Forces in a declaration addressed :

- to the Commander in Chief of the Royal Hutt River Defence Forces if the Officer holds at least the rank of Brigadier General or Commodore ;
- to the Commanding Officer of the relevant Arm for the other Officers.

Article 12. Dismissal from the Royal Hutt River Defence Forces

a) Officers may be dismissed from the Royal Hutt River Defence Forces if the commission was acquired by the violation of legal rules, through misleading the Royal Hutt River Defence Forces authorities by omitting information or facts, by deliberate falsification, or having committed any voluntary act, including serious insubordination, which is incompatible with the loyalty to the Royal Hutt River Defence Forces.

b) Dismissal of an Officer of the Royal Hutt River Defence Forces must be approved by the Commander in Chief of the Hutt River Defence Forces.

c) No Officer of the Royal Hutt River Defence Forces shall be dismissed unless it is established that he has been in a position to give all necessary explanations on the facts he is blamed for. Such explanations shall be submitted by way of a written memorandum to be presented :

- to the Commander in Chief of the Royal Hutt River Defence Forces if the Officer holds at least the rank of Brigadier General or Commodore ;
- to the Commanding Officer of the relevant Arm for the other Officers.

d) Written notification of dismissal shall be sent to the Officer concerned and signed by :

- the Commander in Chief of the Royal Hutt River Defence Forces if the Officer holds at least the rank of Brigadier General or Commodore ;
- the Commanding Officer of the relevant Arm for the other Officers.

Procedures for Handling Applications for Commissions

Prior to the acceptance of an application, the unit commander or officer designated for the task must interview the applicant to determine his/her eligibility (i.e. possession of Principality of Hutt River citizenship) and understanding of what it means to become an officer in the RHRA. The importance of the oath must be stressed here and how this takes precedence over any loyalty to any other officer. The importance of discipline and the consequences of disloyalty or insubordination must be raised. The interviewing officer then submits the application together with the appropriate fee to the RHRDF Commission Registry, which then takes full responsibility for subsequent processing and submissions or the recommendation to the C-in-C for acceptance. All applications must be presented on the proper form.

A Diplomatic mission's role is restricted to referring the applicant to the nearest senior RHRA officer, or if this is not practical, directly to the RHRA Commission Registry. Diplomatic or Consular officers who are not members of the RHRA have no authority (under the RHRDF ACT) to make rank or commission recommendations. They may, however, offer advice to the local senior officer or Registry as to the suitability of a particular applicant.