



*Australian*  
**Air League**

## **Federal Instruction Summary**

Reference : Federal Field Instruction 32  
F/FI/31/08

Staff Affected : All Members

Date of Effect : October 2008

Description : Catafalque Party Ceremonies

Contact : Federal Field Commissioner

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Related Reference : AAL Manual Section 10

Authorised By : Comr P Glover MSA  
Federal Field Commissioner



*Australian*  
**Air League**

FEDERAL FIELD INSTRUCTION 32

F/FI/32/08  
OCTOBER 2008

## **Catafalque Party Ceremonies**

### **1.0 Intention**

1.1 The intention of this Instruction is to amend Section 10 of the AAL Manual in order to provide further and better particulars for the conduct of Catafalque Party Ceremonies.

### **2.0 General**

2.1 The following amendment rescinds and replaces paragraph 33 of Section 10 of the AAL Manual to read as follows:

#### **33.0 Catafalque Party Ceremonies**

33.1 *When performing a Catafalque party ceremony at ANZAC Day or similar Memorial Services, there is a high level of expectation from the veteran community, their relatives and the public in general, that the Catafalque Ceremony is performed correctly.*

33.2 *Therefore, it is recommended that in the weeks leading up to the ceremony, drill periods should be devoted to ensuring that the members taking part have engaged in sufficient practice to perform the required movements to a suitably proficient level.*

33.2.1 *In order to facilitate the practice sessions, it is appropriate that the Drill Officer and the NCO who will be the Catafalque Party Commander, visit the Cenotaph prior to commencing the first drill practice to gather information such as Cenotaph layout, entry points, pathways, obstacles and the appropriate placing for Sentries and the Catafalque Party Commander.*

33.2.2 *The information gathered should also be used to try and replicate the Cenotaph at the Squadron meeting place. Tables, chairs, wickets hats etc may be used to allow the Catafalque Party to practice the ceremony close to the real timing as possible. At no time should practice be conducted at the actual Cenotaph.*

33.2.3 *The Drill Officer should also liaise with the local authority / RSL hosting the service to find out information about the Order of Service and any key points which may be relevant. Remember not all services are exactly the same.*

33.2.4. *When offering or replying to requests to supply a Catafalque Party, it must be made clear that no AAL members are permitted to carry or use weapons in any form either active or de-activated, or items used or intended to be used to simulate weapons. This includes but is not limited to firearms, replica firearms, swords, battens, sticks, poles etc.*

33.2.5. *No AAL member shall participate in combined or joint Catafalque Parties with other organisations where weapons (as defined in paragraph 33.2.4 above) are used or intended to be used.*

### 33.3 *Catafalque Party Personnel and Formation*

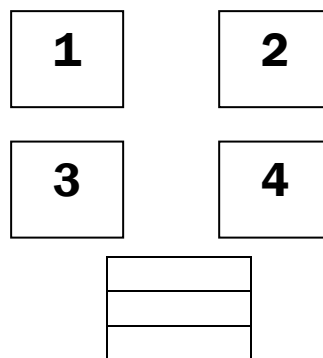
33.3.1 *A Catafalque Party consists of the following:*

- *Four Sentries*
- *One Sentry in reserve; and*
- *One Catafalque Party Commander*

*The Sentries should be sub-ordinate in rank to the Catafalque Party Commander.*

33.3.2 *The Sentry in reserve is intended to take the place of a Sentry who becomes ill during the Ceremony (physically sick, fainting etc). For this reason, the Sentry in reserve should be fully conversant with the Ceremony and the drill required. If a mounted Sentry needs to be removed from their position on the Cenotaph, the Catafalque Party Commander is to go to the aid of the ill Sentry and remove them from the Cenotaph. The Sentry in reserve is to move quickly into the ill Sentry's position and assume the same drill position as for the other Sentries.*

33.3.3 *The Catafalque Party is formed up in two ranks and two files, with the Catafalque Party Commander located at the rear.*

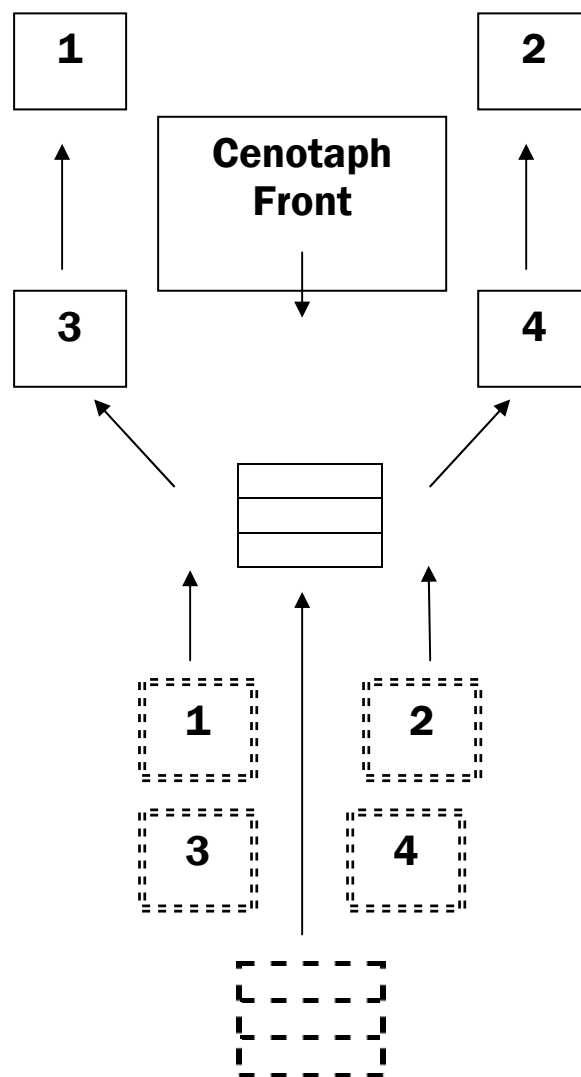


*Composition of the Catafalque Party*

### 33.4 *Mounting of the Catafalque Party*

33.4.1 *The Catafalque Party is formed up ready to march on. If a drummer is available, they should position themselves so they can see the proceedings, but not in direct view.*

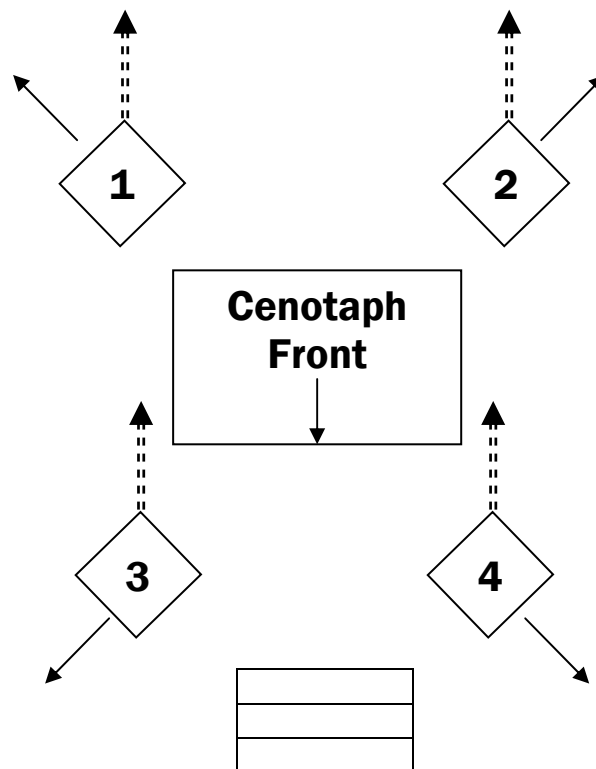
- 33.4.2 All commands for the mounting of the Catafalque Party are given by the Catafalque Party Commander in a low voice and all commands for the dismounting of the Catafalque Party are in a normal parade voice.
- 33.4.3 The Party Commander gives the orders "Catafalque Party ..... Attention", "Catafalque Party ..... Slow March".
- 33.4.4 The drummer (if available) is to play a single tap in slow time for the Catafalque Party to march to.
- 33.4.5 At a predetermined point in front of the Cenotaph, the two files are to split with the left file marching to the left of the Cenotaph and the right file marching to the right of the Cenotaph.
- 33.4.6 The Party Commander is to halt at the location in front of the Cenotaph where the two files split.
- 33.4.7 Once in the designated positions, the Sentries are to mark time (in slow time). The Party Commander gives the order "Catafalque Party ..... Halt". The drummer is to cease playing on this command.



Mounting of the Catafalque Party

33.4.8 Once the Sentries are in place and halted, the Party Commander gives the command “Catafalque Party ..... Outward Turn”.

On the command, “outwards turn”, Sentry 1 conducts a left incline and Sentry 2 conducts a right incline. Sentry 3 conducts a left turn, past the 90 degrees mark to the 135 degrees position. Sentry 4 conducts a right turn, past the 90 degrees mark to the 135 degrees position.



Position of “Outwards Turn”  
(dashed arrows show facing direction before order given and solid arrows indicate facing direction after order given)

33.4.9 Once the Sentries are in the outwards position, the Party Commander gives the command “Catafalque Party ..... Rest”.

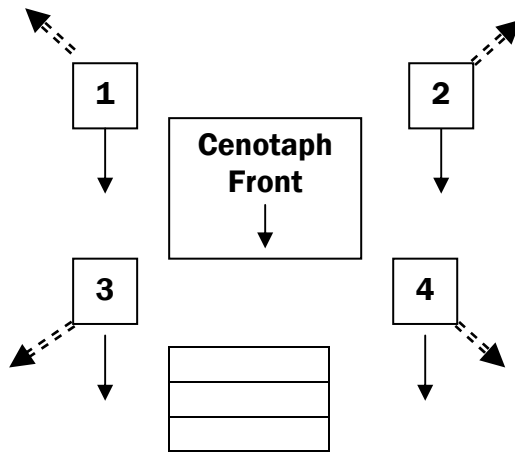
On the command rest, the Sentries conduct the following movement:

33.4.10 First Movement – From the position of attention, to the count of one one-thousand, the right arm is moved to the front of the body, with the outstretched hand positioned below the belt buckle.

- 33.4.11 *Second Movement – From the position of attention, to the count of one one-thousand, the left arm is moved to the front of the body, with the outstretched hand positioned below the belt buckle. The left hand is to be positioned so that the back of the right hand is in the palm of the left hand. The thumb of the right hand is to be clasped over the thumb of the left hand. The fingers of both hands are to remain straight. The elbows of both arms are to remain bent and in line with the front of the body.*
- 33.4.12 *Third Movement – From the position of attention, the head is to be lowered slowly, so from the count of one one-thousand to six one-thousand, the head and eyes are looking at a position approximately one metre in front of the Sentry. At no time are the arms to be relaxed or the feet to move or movement of the head. Eyes are to remain open at all times.*
- 33.4.13 *Once the Sentries are at the rest position, the Catafalque Party Commander about turns and marches to a predetermined location away from the Cenotaph. The location must be away from the Cenotaph, but close enough to allow commands given in a lowered voice sufficient to be heard by the Catafalque Party. At the same time, the drummer withdraws and rejoins the band.*
- 33.4.14 *The Sentries remain at the position of rest until the end of the Ode. At the conclusion of the Ode, the Party Commander orders “Catafalque Party ..... Attention”.*

*The Sentries remain at the attention position for the remainder of the Ceremony. During the playing of the Last Post and the National Anthem, the Catafalque Party Commander is to salute.*

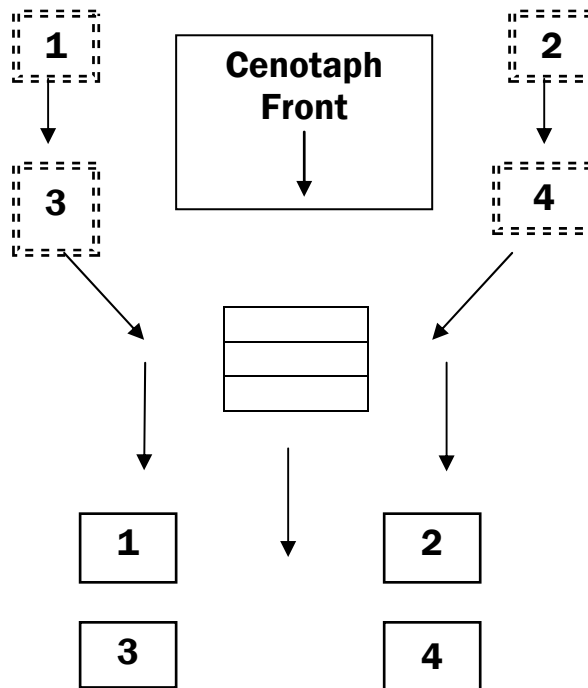
- 33.5 *Dismounting of the Catafalque Party.*
- 33.5.1 *At the conclusion of the National Anthem, the Catafalque Party Commander marches to the front of the Cenotaph and halts at the predetermined position (as for the mounting). The drummer marches from the band location and halts at the predetermined position (as for the mounting).*
- 33.5.2 *Once the Catafalque Party Commander and drummer are in position, the Catafalque Party Commander orders (in normal parade voice) “Catafalque Party .... Outwards Turn”.*
- 33.5.3 *On the command “outwards turn” Sentry 3 conducts a left incline and Sentry 4 conducts a right incline. Sentry 1 conducts a left turn, past the 90 degrees mark to the 135 degrees position and Sentry 2 conducts a right turn, past the 90 degrees mark to the 135 degrees position. At the end of this movement, all Sentries are facing the Catafalque Party Commander.*



Position of "Outwards Turn"  
(dashed arrows show facing direction before order given and solid arrows indicate facing direction after order given)

33.5.4 When the Sentries are in position, the Catafalque Party Commander orders "Catafalque Party ..... Quick March".

33.5.5 The Sentries march off the Cenotaph towards the predetermined location in front of the Cenotaph where the Catafalque Party Commander is located. The Sentries march either side of the Catafalque Party Commander. When the Catafalque Party Commander is in line with Sentries 1 and 2, the Catafalque Party Commander about turns and marches behind the Catafalque Party.



Dismounting of the Catafalque Party

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33.5.6 *The Catafalque Party Commander marches the Catafalque Party away from the Cenotaph area so the Catafalque Party can be broken off. Once the Catafalque Party has left the Cenotaph, the drummer returns to the band.*

### **3.0 Conclusion**

3.1 The provisions of this Instruction have immediate effect.

A handwritten signature in black ink, appearing to read "P. Glover". The signature is written in a cursive style with a large, sweeping "G" and a long tail.

Comr Peter Glover MSA  
FEDERAL FIELD COMMISSIONER