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MONSANTO PATROL

Mound Laboratory
Miamisburg, Ohio

~~GROUP 1
Excluded from automatic
downgrading and
declassification~~

TROOPER TRAINING SCHOOL

Jan 1948

MONSANTO DECLASSIFICATION REVIEW	
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Released through the
MOUND LABOR PROJECT
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This document contains restricted data as defined by the Atomic Energy Act of 1954.

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FORWARD

This manual contains the material that is being used in the Trooper Training School at Mound Laboratory operated by the Monsanto Chemical Company at Miamisburg, Ohio

The purpose of the manual is to set forth under one cover a complete description of the school's activities and to make available to the personnel of the Legal & Security Division an informative source of material which may aid such personnel in a better and more efficient performance of their duties.

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ACKNOWLEDGMENTS

The management personnel of the Trooper Training School have referred to and gathered information from so many books and other publications that it is impossible to acknowledge all of the sources thereof. A great bulk of the material was obtained from the Hanford Manual, the Los Alamos Security School, and innumerable publications of the United States Army.

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ORGANIZATION OF THE SCHOOL

The Trooper Training School is operated under the immediate direction of a Monsanto Chemical Company employee holding the title of "Captain of Troopers". He supervises, directs and coordinates all aspects of the Training Program and its personnel.

Instruction to personnel in the school is given by Monsanto Employees holding the title of "Lieutenants of Troopers". Their work consists of preparation of classroom material, the dissemination of it to students and the preparation of tentative grades for further grading by the Captain, and individual reports upon completion of the course.

In addition, certain personnel who are in the Monsanto Trooper Patrol organization holding the title of "Sergeants of Troopers" are used as relief personnel for certain specific instructional work.

Other personnel concerned with the training program include various members of the Atomic Energy Commission and Monsanto's management in appropriate capacities.

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ENTRANCE QUALIFICATIONS

AGE

Applicants for admission to the school, who are not already in the employ of the Monsanto Chemical Company, must have reached their 21st birthday and not have passed their 41st birthday as of the date of acceptance of their application for employment. Persons already in the employ of Monsanto may be admitted provided they have not passed their 45th birthday. Age limitations may not be waived.

ORAL INTERVIEW

Persons who qualify as to age are given an oral interview in order to determine general personal fitness. Stress is laid upon resourcefulness, keenness, quickness of understanding, observation ability, judgment, discretion, initiative and personal characteristics.

WRITTEN TEST

The next preemployment requirement is a written examination which measures general aptitude for learning and adjusting to the duties of the position. Competitors are rated on the scale of 100. A rating of at least 70 must be attained in order to qualify for further preemployment qualification determinations.

PHYSICAL REQUIREMENTS

Upon successful completion of the written test, applicants are given a rigid physical examination as indicated in Exhibit "A". Any structural or physical limitation which would interfere with a high degree of physical activity automatically disqualifies the applicant.

INVESTIGATION OF FITNESS

Competitors who meet the mental and physical requirements indicated above are investigated by the Federal Bureau of Investigation in order to obtain evidence as to their character, associates, loyalty, and other qualifications for fitness for this particular type of employment. Evidence secured in such investigation which would indicate that the applicant is unfit or undesirable will be grounds for rejection of the application, even though formal clearance might, under certain other conditions, be obtainable.

ASSIGNMENT TO THE SCHOOL

Upon completion of the investigation and a determination of fitness, the applicant is notified that he has been accepted as a trooper trainee. He is then assigned to the school with an employment classification of Guard, which he holds for the training period of three weeks.

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GENERAL FUNCTIONS OF THE SCHOOL

The courses of instruction given in the Trooper Training School are designed to enable employees of the Monsanto Patrol to become better equipped to perform the work required of them and, therefore, be of greater value in connection with this phase of the Company's program of work with the United States Atomic Energy Commission.

The grading system used involves a careful analysis of the individual classroom work, general abilities, appearance, performance on the range, and his indications of ability upon written examination.

Well-informed instructors have been obtained for the presentation of the subjects offered. These instructors were given special training for such activities and have devoted a considerable amount of specialized time and talent to make their instructional program a success. Consultation from various members of the Atomic Energy Commission's management and from management personnel of Monsanto is made available during the progress of the school. Various data are furnished to the students in memorandum form but are not considered as substitutes for appropriate note taking and other outside studies.

Personnel who successfully complete the 120 hour course are given a Certificate of Proficiency and reclassified to the rank of Trooper in the Monsanto Patrol organization.

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DETAILED DESCRIPTION OF SCHOOL

With Exhibits

Overall Schedule of Classroom Work

Total Number of Hours Given--A total of 120 hours instruction is offered and the schedule designated as "Exhibit B" attached is followed as closely as possible. However, in order to meet certain exigencies as they arise, certain courses are given in an order different from that set forth in Exhibit B.

Orientation--This four hour course simply describes the policies of the Monsanto Chemical Company and the Atomic Energy Commission, the various procedures which must be followed in order properly to comply with those policies and certain other general aspects of the overall activity of the Monsanto Patrol. For a more specific description of lectures on this subject, see Exhibit C.

Procedures at Patrol Headquarters--This one hour course covers the detailed procedures which Troopers must follow in connection with visitor control, handling of packages and other property, certain phases of communications, etc. See Exhibit D.

Procedures at Special Posts--This is covered in one lecture having to do with particular assignments that are temporary in nature and which relate to certain of the peculiarities of restricted areas or particular events for a certain day or other limited period. See Exhibit E.

Rules and Regulations--This is a three hour lecture pertaining to general and special orders, classroom rules and regulations, regulatory aspects of patrol work, etc. It is a comprehensive coverage of the rules and regulations which govern the activity of the Monsanto Patrol at Mound Laboratory. See Exhibit F.

Firearms--A total of 34 hours of instruction is given in the 38 Cal. revolver, 30 Cal. Carbine, 30 Cal. M-1 Rifle, Thompson Sub-machine Gun, 12 Gauge Shotgun, and Grenades. See Exhibit G.

Physical Training, Drill and Judo--This consists of 19 hours instruction in a general physical training program, the fundamentals of military drill and the fundamentals of judo. See Exhibit H.

Passes and Badges--A one hour lecture on the examination, function, use and purpose of passes and badges. See Exhibit I.

Gate Procedure--A two hour lecture on the handling of visitors, employees, vendors, contractor representatives, etc. Emphasis is placed on the maintenance of a sound security. See Exhibit J.

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Fire Fighting--Six hours of instruction are given in the basic principals of fire fighting with particular emphasis on the peculiarities of Mound Laboratory. See Exhibit K.

Communications--This is a three hour lecture on the general aspects on communications by telephone, radio and weapons. See Exhibit L.

Public Relations--This is a five and one-half hour course designed to train the Trooper in the fundamentals of maintaining a good appearance, in conducting himself properly when contacting the public, etc. Emphasis is placed on such details as proper use of the voice, how to meet people, personal habits, giving of information, handling difficult situations such as panic, etc. See Exhibit M.

Chemical Warfare--Four hours of instruction devoted primarily to gas, flares and other types of CW weapons and protective measures. See Exhibit N.

Reports--A one and one-half hour course on the value and purpose of reports, a generalized summary of the necessary components of a good report, and instructions on the correct procedures desired by the Patrol in writing reports. See Exhibit O.

Law--Three hours of lectures are employed in an attempt to familiarize the Troopers with a general background of law as it pertains to Plant Protection. Principal sub-topics are: definition of crime, elements of crime, evidence and its relation to the job, arrests and specific definitions of crime. See Exhibit P.

First Aid--Six hours of demonstration, lectures and movies are employed to convey to the Troopers, a varied knowledge of the fundamental procedures and plans of action necessary to handle any emergency that may arise. Treatment of shock and heat exhaustion, artificial respiration, bandages and splints, etc., are aptly covered. See Exhibit Q.

Arrests and Detention--A one hour course devoted to the mechanics of arrest, search and detention of a suspect. This lecture explains a method of approach to, frisking of, and searching a suspect, a method of stopping a suspect's car, and the behavior of the Trooper while making an arrest. See Exhibit R.

Transportation--Familiarization of vehicles, preventive line maintenance and safe driving operations are dealt with in two hours of lectures for the purpose of enlightening the Troopers in the proper care of their vehicles. See Exhibit S.

Interior Patrol--A one hour course designed to explain to the Trooper, the fundamentals of a thorough and efficient patrol. Important points and abnormalities to look for, use of recording systems, and purpose of recording systems are stressed in this course. See Exhibit T.

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Escorts--A one hour course which stresses protection and security while transporting data and equipment. See Exhibit U.

Security--A one hour course that deals with the classification, transmission, reproduction, etc., of classified information. Common causes of information leakage are explained. The objectives of security along with physical aids to security are explained. See Exhibit V.

Investigation--Two hours of lectures on power of observation, standard description methods, searches of places and trains, and the type of evidence with the proper method of preserving this evidence are presented simply for familiarization of investigation techniques. See Exhibit W.

Qualifications of a Trooper--A one hour lecture designed to acquaint the Trooper with the required standards of behavior and personal habits. See Exhibit X.

Traffic--This is a two hour course of lectures and demonstrations of the accepted standards of manual control of traffic. Material covered by the course is: Posture facings and correct use of the arms while directing traffic, individual attention to each car, traffic regulations and accident investigation. See Exhibit Y.

Reviews--Reviews are conducted before each examination by the individual instructors, with the intention of refreshing the minds of the students on the fundamentals of the material covered.

Examinations--Two examinations are given during the course. The first one is given at the end of the second week for the purpose of locating the weak students and to uncover the material that the instructors have failed to put across satisfactorily to the students. The final examination covers all the material presented in the three weeks course. Successful completion (70%) of this examination is necessary before graduation from the school.

Graduation--This activity consumes the greater part of the last day of the school's program. It is comprised of indoctrination lectures by representatives of the Monsanto Chemical Company and the United States Atomic Energy Commission. The Chief of Security lectures on various general phases of the functions of the Legal & Security Division, the Head of the Safety and Medical Departments cover their respective functions, the Area Manager of the Atomic Energy Commission lectures on the organization of the Commission and information regarding the organization of Monsanto is presented by showing the film "Meet Monsanto". Following this film the Certificates of Proficiency are awarded by the Laboratory Director to each Trooper who has successfully completed the course. At the same time patrol badges are issued to such personnel.

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INSTRUCTIONS FOR THE GUIDANCE OF MEDICAL OFFICERS IN
MAKING AND REPORTING PHYSICAL EXAMINATIONS OF APPLICANTS
FOR THE POSITION OF TROOPER - MONSANTO CHEMICAL COMPANY

INTRODUCTION

Arduous duties performed by patrolmen demand the maintenance of a high standard of physical and mental health if they are to discharge properly their obligations.

Their primary duty and responsibility is to detect and prevent subversive activity, sabotage, riots, destruction, espionage, or any other illegal acts which would in any way interfere with or permit any unauthorized knowledge of the atomic energy program. The performance of these duties will involve arduous physical exertion under rigorous and unusual environmental conditions. The patrolmen will frequently be exposed to physical danger and subject to irregular and protracted hours of work. They will be required to patrol on foot, horseback, motor vehicles or by airplane. All patrolmen will be required to participate in physical training equivalent to that given to Commando units of the armed forces.

GENERAL INSTRUCTIONS

Forms Involved: Reports of examinations of applicants are to be made on U. S. Civil Service Commission Certificate of Medical Examination, Form No. 78.

Medical examiners at times fail to appreciate that preemployment physical examinations for the unusual positions of this type are intended not only to determine fitness for duty at the current time, but also to detect and to exclude, as far as possible, those who have or have had diseases or conditions apt to recur or to result in sequelae which would interfere with the performance of duty or necessitate prolonged or frequent medical relief. Tuberculosis (except the type defined by the Veterans Administration as minimal and arrested for at least 5 years), arthritis, recurrent skin diseases, certain nervous and mental conditions, cardiorenal disease, hernia, flat feet, etc., may be cited as examples of such conditions. So, also, may defective vision or hearing which may seriously hamper the efficiency of these officers.

Accuracy of examination methods and correct interpretation of evidence are, therefore, essential. Obviously, any constitutional disability or inferiority overlooked by the examining medical officer, or any wrong interpretation of mental or physical signs or symptoms, or of the eventual results of certain minor disabilities, will, in the majority of cases, result in the premature decline of the employee's efficiency and in an abnormally high ratio of employees unable to perform the full duties of their positions.

Reports should always be complete and accurate. They should show that the examination was conducted in accordance with these instructions. It is important that the recommendations be consistent with all known aspects of any case involved. Recommendations, conclusions and other

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Exhibit "B"

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summaries should be amply supported by evidence disclosed by the examination and should be expressed in language that is detailed, descriptive, and easily grasped by such non-medical reviewers as may have occasion to refer to the reports for purposes of administration.

EXAMINATION PROPER

Medical History: The medical examiner will ask the person examined pertinent questions regarding his family and personal medical history.

General Inspection: The body shall be well proportioned and distinctly masculine in type, without obvious feminine characteristics. The head should be symmetrical, chest well developed and formed, abdomen lank, limbs muscular and well developed, carriage erect and sprightly without any lack of control. The expression of the face should indicate mental and physical health and vigor. There should be no repulsive deformity. The manner should be cheerful and alert without exaggeration or sluggishness. The skin should be clean, free from eruptions and without indications of disease or the distinctive needle scars of the drug addict.

By this inspection the alert and observant examiner can often obtain valuable information indicative of the physical and mental make-up of the applicant. In the case of many applicants it will quickly determine the fact of their unfitness; that they are undersized; underweight, undeveloped, sallow, or pale and scrawny, poorly nourished, with thin flabby muscles, manifestly lacking in stamina and resistance to disease. The rejection of such applicants for "poor physique" is not sufficiently exact and the medical examiner should record as the disqualifying cause in each case some specific pathological condition, if such are found, or "underweight", "deficient muscular development", deficient nutrition" or such other definite disqualifying conditions as may be found to exist. Mannerisms, or other indications of mental or nervous disorders, call for detailed specialist examination.

Disease, Injuries, Malformations and Other Physical Defects: It is impossible to specify every disease or condition which manifestly renders an applicant unfit for this type of duty and which is an adequate reason for rejection even though such disease or condition may not be specifically mentioned herein. It is equally impossible, categorically, to prescribe what degree of abnormality shall be considered disqualifying for such conditions as tonsillar hypertrophy, curvature of the spine, varicocele, varicose veins, and so on. When such conditions are encountered, it is very necessary that a detailed record be made of their effect, functional or symptomatic significance, and other points that may have medical or administrative bearing.

General Diseases: Most general diseases, whether acute or chronic, demand the rejection of an applicant. Among such diseases are included the following:

Fever of undetermined origin.
Chronic lead, or similar poisonings.
Disease of metabolism, as gout, diabetes, etc.

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Chronic malaria
Active tuberculosis of whatever degree or whether
general or localized.
Recurrent attacks of rheumatism and chronic arthritis
Malignant tumors of all kinds.

Alcoholism (chronic) should be carefully considered in the case of every applicant and kept in mind at all times. Inasmuch as answers to questions on this subject are frequently made with intent to deceive, the medical examiner should be on the alert to detect physical evidence of the abusive use of alcohol.

Drug addiction may exist without giving rise to any recognizable signs. Cocaine, if snuffed, may cause degeneration of the nasal mucous membrane. The smoking of marijuana or opium lends to a characteristic odor to the breath. Morphine and heroin addicts usually take their doses by means of hypodermic syringe, and a careful inspection of the skin will show black dots caused by dirty needles, or various sized smooth oval, white scars following abscesses. Needle marks are usually found on the arms and thighs, or closely grouped over the visible veins of the arm.

Execution of Medical Certificate Form 78: The questions of Section 1 will be answered and filled in by the applicant. The examining physician will read the answers of the applicant before proceeding with the physical examination. Section 2 is to be filled in by the examining physician, including that portion devoted to the personal history and family history. All questions must be answered. Items not requiring exact measurements or determinations and those not requiring "yes" or "no" answers may be checked if the findings are normal. Deviations from normal should be noted and described in the appropriate spaces or on the reverse of page 3. Listed below are certain static or permanent disabilities or conditions which, if present, will disqualify the applicant for appointment. When such is noted by the examining physician in the process of the physical examination, the examination may be terminated at that point.

Other conditions are listed which may be remediable. Although such conditions will disqualify the applicant for appointment at the time of examination, his name may be restored to the register when the condition has been corrected. The examining physician shall continue the examination when remediable conditions are noted, either to its completion or until permanently disqualifying defect is disclosed.

REMEDIABLE AND/OR NON-DISQUALIFYING CONDITIONS

Nervous Breakdown: A history of such conditions as, for example, "battle fatigue", "Combat exhaustion", etc., which was mild; essentially temporary in nature, occurred under severe stress, did not require hospitalization or if hospitalization, for not more than two weeks; and which is entirely asymptomatic at times of examination, is not disqualifying.

Pulmonary Tuberculosis: with minimal involvement and having been arrested or healed within six months of the required five years.

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REMIABLE CONDITIONS - Cont'd.

Venereal Disease:

- (a) Gonorrhoea, other than history of no treatment or chronic involvement with severe complications.
- (b) Syphilis, history of and with less than two years of adequate treatment with indications that it may still be infectious.

EXAMINATION

Eyes:

- (a) Vision, without glasses, of at least 20/50 in either or both eyes which is not presently corrected to 20/20, each eye, but which proper lenses may correct.
- (b) Inability to read Jaeger No. 2 type because of unsuitable lenses.
- (c) Readily remediable eye conditions or diseases.

Nose:

- (a) Conditions readily correctible by appropriate surgical or medical measures.

Mouth and Throat:

- (a) Absence of teeth to a degree preventing proper mastication of food.
- (b) Pyorrhoea; dental caries.
- (c) Hypertrophied or diseased tonsils or other foci of infection.

Abdomen: Hernia, if apparently amendable to surgical correction.

Genito-Urinary: Varicocele larger than a walnut and producing symptoms, if correctible by surgery; hydrocele, if small and uncomplicated.

Anus: Hemorrhoids, ulcerated, bleeding, or sufficient in size to produce symptoms

DISQUALIFYING CONDITIONS

Age: Other than 21 years to 40 years inclusive.

Height: Other than 68 to 75 inches inclusive.

DISQUALIFYING CONDITIONS - Cont'd

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Weight, Other than as follows:

- 68 inches - 132 to 185 pounds
- 69 inches - 136 to 190 pounds
- 70 inches - 139 to 195 pounds
- 71 inches - 143 to 200 pounds
- 72 inches - 148 to 206 pounds
- 73 inches - 152 to 213 pounds
- 74 inches - 157 to 219 pounds
- 75 inches - 161 to 225 pounds

NOTE: In those cases where the applicant is over-weight or under-weight, the above requirements may be relaxed by a reasonable percentage of the required weight, if he has met and passed all other physical requirements and provided the applicant will be able to adjust his weight to, or almost to, the above requirements by the end of the training period.

Mental Disease, history or presence of.

Epilepsy, convulsions, "fits", history or presence of.

Pulmonary Tuberculosis, moderate or far advanced involvement even though healed or arrested.

Venereal Disease, (See notation under remedial conditions, all others disqualifying.)

Eyes:

- (a) Blindness, one eye, uncorrected vision less than 20/50, in either or both eyes.
- (b) Inability to read Jaeger No. 2 type with full correction.
- (c) Inability to distinguish shades of color. (Pseudo-Isochromatic plates will be used.)
- (d) Chronic or progressive eye diseases which are not remediable.

Ears:

- (a) Inability to hear ordinary conversation at 20 feet, each ear, and the whispered voice at 10 feet, each ear, without the use of a hearing aid.
- (b) Acute or chronic suppurative otitis media.
- (c) Acute or chronic mastoiditis.

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DISQUALIFYING CONDITIONS - Cont'd

Nose: Malformation, deformity, or obstruction which interferes with speech or breathing and which is not remediable.

Skin: Extensive or thin surfaced scars, serious skin abnormalities. Chronic, severe skin conditions or diseases of long standing.

Bones and Joints: Old ununited fractures, fractures with shortening or callus formation sufficient to interfere with function, old dislocations unreduced or partially reduced, incomplete function, complete or partial ankylosis of a joint, relaxed articular ligaments permitting of frequent voluntary or involuntary displacement, severe sprains. Reduced dislocations and united fractures with incomplete restoration of function. Amputation of an essential portion of a limb, resection of a joint. Excessive curvature of a long bone, and extensive, deep, or adherent scars interfering with motion. Arthritis deformans (rheumatoid arthritis, rheumatic gout), Heberden's nodes at the finger joints. Chronic adema of a limb, chronic synovitis, floating cartilage in a joint. Varicose veins in an extremity, unless slight. Chronic and obstinate neuralgias, particularly sciatic neuritis. Adherent or united fingers, permanent flexion or extension of one or more fingers, or any irremediable loss of motion of these parts. Total loss of either thumb, mutilation of either thumb to such an extent as to produce material loss of flexion or strength of the member. The common distortion of a digit due to contusion or felon need not disqualify. Loss of more than one phalanx of the right index finger, loss of the terminal and middle phalanges of any two fingers on the same hand. Entire loss of any finger, except the little finger, of either hand. Preceptible lameness or limping. Knock-knee when the gait is clumsy or ungainly, or when subjective symptoms of weakness are present. Bowlegs only when so excessive as to produce noticeable deformity when the subject is dressed. Flat feet when accompanied by symptoms of weak foot. Painful bunions; or large infected corns or callouses.

Neck: Enlargement of thyroid which interferes with breathing or swallowing or is associated with toxic symptoms. Any material limitation of neck motions.

Lungs: Refer to A-4 above; empyema; pneumothorax; emphysema; bronchiectasis.

Heart: Organic heart disease whether or not compensated; hypertrophy; dilatation; chronic inflammatory conditions. Cardio-respiratory murmurs are not disqualifying.

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DISQUALIFYING CONDITIONS - Cont'd

Vascular system: Arteriosclerosis; pulse rate of over 100, or under 50 when persistent in a recumbent position; systolic blood pressure reading of over 145 or below 100 (sitting); diastolic blood pressure reading of over 90 or below 60 (sitting); Serious Arrhythmia.

Spine: Marked curvature interfering with function or producing a noticeable deformity when applicant is dressed.

Nervous System: Chronic alcoholism or drug addiction; history or presence of psychosis; psychoneurosis (moderate to severe) (the history of a mild, temporary psychoneurosis is not disqualifying), muscular atrophies and dystrophies.

Abdomen: Definite history of gastric or duodenal ulcer; obvious ptosis of stomach or intestines; enlarged liver or spleen. Any abdominal tumor other than small on skin.

Extremities: (See Bones and Joints).

Urinalysis:

- (a) Acute or chronic nephritis.
- (b) Diabetes mellitus or insipidus.

Caution

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TROOPER TRAINING SCHOOL
MONSANTO PATROL
Miamisburg, Ohio

34

Three Weeks Training Schedule

<u>SUBJECT</u>	<u>HOURS</u>
Orientation and Graduation	4
Procedure at Guard Headquarters	1
Procedure at Special Posts	1
Rules and Regulations	3
Firearms	34
38 Cal Revolver	15
30 Cal Carbine	4
30 Cal M-1 Rifle	7
TSM	4
Shot Gun	3
Grenades	1
Physical Training and Drill - Judo	19
Passes and Badges	1
Gate Procedure	2
Fire Fighting	6
Communications	3
Public Relations	5 $\frac{1}{2}$
Chemical Warfare	4
Reports	1 $\frac{1}{2}$
Law	3
First Aid	6
Arrest and Detention	1
Transportation	2
Night Patrol	1
Escort	1
Security	1
Investigation	2
Qualification of a Trooper	1
Traffic	2
Review	3
Examination	3
Uniforms (Fitting and Issuing)	3
Indoctrination	1
Class Lunch	1 $\frac{1}{2}$
Monsanto Organization	1
AEC Organization	1 $\frac{1}{2}$
Film----Meet Monsanto	1 $\frac{1}{2}$

TOTAL

120

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Exhibit "A"

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FIRST WEEK

MONDAY 0800 to 1000

ORIENTATION

Welcome to Monsanto	Mr. Baker
Welcome to AEC	Mr. Callaghan
Purpose of School	
Rules and Regulations	Lt. Locke
Knowledge of Terrain and Base	Lt. Payne
Physical Aids to Security	Lt. Payne
Lighting	
Alarm System	
Locking Devices	
Fencing	

1000 to 1100

Procedures at Trooper Headquarters	Lt. Locke
Organization of Troopers	
Functions of Troopers	
Nerve Center of Patrol	

1100 to 1200

Procedures at Special Posts	Lt. Locke
Special Orders	
Briefs on all Posts	
Stationary Posts	
Patrol Posts	
General Posts	
Gates	

1200 to 1230

Lunch

1230 to 1530

Trooper Rules and Regulations	Lt. Locke & Lt. Payne
Registration--Blank Forms	
General Orders--U. S. Army	
Rules and Regulations of Troopers	

1530 to 1630

Fire Arms	Lt. Locke
Everyday Safety	
Safety on the Range	

TUESDAY 0800 to 0900

Physical Training and Drill	Lt. Sakal
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TUESDAY - Cont'd

0900 to 1100

Fire Arms
Sighting
Stance
Grip
Breath Control
Sight Picture
Trigger Squeeze

Lt. Sakal & Lt. Locke

1100 to 1200

Passes and Badges
Physical Construction
Types in Use at Project
Decal for Vehicles

Lt. Payne

1200 to 1230

Lunch

1230 to 1430

Gate Procedures
Main Gate
Control of Visitors and Packages
Vehicle Registration
Vehicle Control, Cars, Trucks, Busses
Courtesy, Observation, Tact, Sternness.
Secondary Gate
Pedestrian and Vehicle

Lt. Payne

1430 to 1630

First Aid Fire Fighting
Hand Extinguishers
Description and Operation
Base Fire Regulations

Lt. Palmer

WEDNESDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1000

Means of Communication
Visual
Hand Signals
Flash Lights
Flares
Sound
Whistle
Weapon

Lt. Locke

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WEDNESDAY 0900 to 1000 - Contd

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Telephone
 Procedure (Standardized)
 Checking in System

Radio
 Advantages
 Procedure
 Codes
 Logs

1000 to 1200

First Aid

Mr. Alspaugh

1200 to 1230

Lunch

1230 to 1430

First Aid Fire Fighting
 Trooper Duties
 Reporting Fires
 Setting Up Fire Lines
 Evacuation
 Stand Pipes
 Sprinkler Systems
 Fire Alarms
 Fire Hazards

Lt. Palmer

1430 to 1630

Defence Measures (Hand to Hand)
 Tumbling, Correct Falls
 Defence Against Unarmed Men
 Defence Against Knife, Gun, Club
 Demonstration and Participation

Lt. Sakal & Lt. Locke

THURSDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1100

First Aid Fire Fighting
 Demonstration of Extinguishers

Lt. Palmer and
Lt. Payne

1100 to 1200

Public Relations
 Courtesy
 Contact with Public
 Fellowship
 Results Obtained

Lt. Payne

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THURSDAY - Cont'd

1200 to 1230

Lunch

1230 to 1430

Use of Gas Masks	Lt. Payne and
Explain and Describe Masks	Lt. Palmer
Types of Gas	
When and Why to Use a Mask	
How to Use	

1430 to 1630

Familiarization of Tear Gas Equipment	Lt. Payne and
Description and Use of Tear Gas	Lt. Palmer
Equipment	
Description and Use of Gas Guns	
Actual Field Demonstration	

FRIDAY 0800 to 1200

Firearms	Lt. Locke and
Instructional Firing	Lt. Sakal
Practice Firing	
(Bull's-eye Firing)	

1200 to 1230

Lunch

1230 to 1630

Firing Qualification Course	Lt. Locke and
Demonstration and Individual	Lt. Sakal
Instruction	
Combat Course	

The Firearms Class is divided into two sections, (A and B) for the purpose of using the firing range to the maximum efficiency. Group A will follow the schedule as set forth above. Group B will comply with Friday's schedule on Thursday, and complete the schedule on Friday

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SECOND WEEK

MONDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1030

Notes and Reports
Style, Standard Forms
Contents
Completeness
Importance of Records
Uses of Reports

Lt. Locke

1030 to 1200

Law

Evolution of Law
Law of Arrest
Civil and Criminal Law
Felonies and Misdemeanors
Legal Use of Revolver

Lt. Palmer

1200 to 1230

Lunch

1230 to 1430

Familiarization of ADT System
Description and Purpose
How it Serves the Trooper
How it Serves the Patrol
Method of Operating
Clock Patrols

Lt. Payne

1430 to 1530

Public Relations
Handling Panic & the Mob

Lt. Locke

1530 to 1630

Judo and Mat Work

Lt. Sakal and
Lt. Locke

TUESDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1100

First Aid

Mr. Alspaugh
Lt. Palmer

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TUESDAY - Cont'd

1100 to 1200

Taking Prisoners (Arrest and Detention)	Lt. Sakal
When to Take	(Movies)
Approach to a Suspect	
Search of a Suspect, Frisk	
Search of a Criminal, Complete Search	
Come-along Holds	
Duress	

1200 to 1230

Lunch

1230 to 1330

Movement at Night	Lt. Palmer
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1330 to 1430

Escort of Vehicles and Pedestrians	Lt. Payne
On the Base	
Off the Base	

1430 to 1530

Security	Lt. Locke
Documents and Loose Talk	

1530 to 1630

Portraite Parle	Lt. Palmer
Power of Observation	
Standard Description Methods	

WEDNESDAY 0800 to 0900

Physical Training and Drill	Lt. Sakal
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0900 to 1100

Public Relations	Lt. Locke
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1100 to 1200

Qualifications of a Trooper	Lt. Payne
Check on Yourself	

1200 to 1230

Lunch

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WEDNESDAY - Cont'd

1230 to 1330

Investigation
 Searches of places and Trains
 Preservation of Evidence
 Chain of Custody

Lt. Palmer

1330 to 1430

Public Relations

Lt. Payne

1430 to 1630

Review of Judo

Lt. Sakal

THURSDAY 0800 to 1200

Firearms
 Range, 38 Cal. Qualify

Lt. Locke and
Lt. Sakal

1200 to 1230

Lunch

1230 to 1430

Traffic
 Base Regulations
 Signs and Signals
 Manual Directing

Lt. Sakal and
Lt. Payne

1430 to 1630

Judo
 Self Defence
 Night Sticks
 Handcuffs

Lt. Sakal and
Lt. Locke

FRIDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1030

Public Relations

Lt. Payne

1030 to 1200

Law

Lt. Palmer

1200 to 1230

Lunch

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FRIDAY - Cont'd

1230 to 1430

First Aid

Mr. Alspaugh

1430 to 1530

Review of all Subjects

1530 to 1630

Examination

Lt. Locke and Lt. Sakal will qualify men on 38 Cal. on Saturday of second week.

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THIRD WEEK

MONDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1000

30 Cal Rifle
Nomenclature and
Stoppage

Lt. Locke and
Lt. Sakal

1000 to 1200

Position and Sight Exercises

Lt. Locke and
Lt. Sakal

1200 to 1230

Lunch

1230 to 1630

Firing 30 Cal Familiarization

Lt. Locke and
Lt. Sakal

TUESDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1200

Firearms
12 Gauge Shot Gun
Nomenclature and Stoppage
Familiarization

Lt. Locke and
Lt. Sakal

1200 to 1230

Lunch

1230 to 1400

TSM Nomenclature

Lt. Locke and
Lt. Sakal

1400 to 1630

Firing Familiarization TSM

Lt. Locke and
Lt. Sakal

WEDNESDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

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WEDNESDAY - Cont'd

0900 to 1000

Nomenclature and Stoppage
of Carbine, Cal. 30

Lt. Locke and
Lt. Sakal

1000 to 1200

Transportation
Familiarization of Vehicles
Preventive Line Maintenance
Safe Driving Operations

Lt. Palmer

1200 to 1230

Lunch

1230 to 1630

Review all Weapons and Subjects
Examinations

THURSDAY 0800 to 0900

Physical Training and Drill

Lt. Sakal

0900 to 1200

Carbine Cal. 30
Firing Familiarization

Lt. Locke and
Lt. Sakal

1200 to 1230

Lunch

1230 to 1330

Familiarization of Grenades

Lt. Locke and
Lt. Sakal

1330 to 1630

Issuing and Fitting of Uniforms

FRIDAY 0800 to 0900

Inspection

Capt. Collins

0900 to 1000

Indoctrination

Mr. Baker

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FRIDAY - Cont'd

1000 to 1130

Meet Monsanto

Movie

1130 to 1330

Class Lunch

1330 to 1430

Monsanto Organization

Mr. Woods

1430 to 1500

AEC Organization

Mr. Dunbar

1500 to 1630

Graduation

Dr. Haring

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