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DIVISION

ARTILLERY
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HEADQUARTERS
AMERICAL DIVISION ARTILLERY
Republic of Vietnam

1 December 1967

SUBJECT: Americal Division Artillery Field Standing Operating Procedures

TO: See Distribution

1. This standing operating procedure is published for information and guidance to the units of the Americal Division Artillery and attached or supporting units. Artillery battalions organic or attached to brigades will comply with this SOP. In event the provisions of this SOP conflict with the brigade SOP the differences will be reported to the Division Artillery Commander, who will either waive the requirement to comply with this SOP or refer the matter to the Division Commander for decision, as appropriate.

2. It is intended that this SOP be revised and changed as necessary to incorporate improved procedures and new concepts. Commanders and staffs are requested to review this SOP on a continuous basis and make recommendation for its improvement.

Mason S. Young Jr.
MASON S. YOUNG JR.
Colonel, Artillery
Commanding

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Americal Division Artillery
Republic of Vietnam
1 December 1967

AMERICAL DIVISION ARTILLERY FIELD STANDING OPERATING PROCEDURES

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DISTRIBUTION LIST to Americal Division Artillery Field SOP

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| FSE | 3 |
| Commo | 1 |
| Avn | 1 |
| LNO | 1 |
| 2d Bn, 11th Arty | 6 |
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| <u>MHS, Div Arty</u> | 3 |
| G2 | 1 |
| G3 | 1 |
| 3d Bde, 4th Inf Div | 1 |
| 2d Bn, 9th Arty | 1 |
| 11th Lt Inf Bde | 7 |
| 6th Bn, 11th Arty | 1 |
| 196th Lt Inf Bde | 7 |
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V

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FIELD STANDING OPERATING PROCEDURES

1. GENERAL.

- a. Purpose. This SOP constitutes the Americal Division Artillery Field SOP and establishes routine and recurring field operational procedures within Americal Division Artillery. This SOP applies except when modified by Americal Division or higher authority.
- b. Scope. These procedures apply to all units under the command or operational control of Americal Div Arty and to artillery battalions organic or attached to brigades of Americal Division.
- c. Responsibilities.
 - (1) Conformity: Subordinate unit SOPs will conform.
 - (2) Revision. Recommendations for revision will be forwarded to HQ, Americal Div Arty.

2. USE.

- a. This SOP follows the format of the Division SOP in so far as is practicable.
- b. Where a paragraph does not show the words "Division SOP", all necessary information is contained in the paragraph.
- c. The Table of Contents reflects those annexes and appendices which appear in this SOP. See annexes and/or appendices of Division SOP if omitted in this SOP.

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Annexes: A - Operations
B - Intelligence
C - Personnel and Administration
D - Logistics
E - Aviation
F - Engineer Combat Support (omitted)
G - Signal
H - Chemical Operations (to be published)
I - Information
J - PSY Ops/Civic Action (to be published)
K - Employment of Special Weapons (to be published)

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Annex A (Operations) to Americal Division Artillery Field SOP

1. REFERENCES.

- a. Americal Division Field SOP
- b. FM 6-20-1 w/changes
- c. FM 6-20-2 w/changes
- d. FM 6-40 w/changes
- e. FM 101-5

2. PURPOSE.

This annex establishes the regular policies, procedures, and techniques that the Division Arty will follow in conduct of tactical operations in Vietnam or in a similar counterinsurgency environment.

3. ORGANIZATION: (Div SOP).

- a. Normal Div Arty organization for combat:

- | | |
|-----------------------|------------------------------|
| (1) 2d Bn, 9th Arty | - DS 3d Bde, 4th Inf Div |
| (2) 6th Bn, 11th Arty | - DS 11th Lt Inf Bde |
| (3) 1st Bn, 14th Arty | - DS 198th Lt Inf Bde |
| (4) 1st Bn, 21st Arty | - DS 3d Bde, 1st Air Cav Div |
| (5) 3d Bn, 82d Arty | - DS 196th Lt Inf Bde |
| (6) 2d Bn, 11th Arty | - reinforcing |
| (7) 3d Bn, 16th Arty | - reinforcing |
| (8) 3d Bn, 18th Arty | - GS |

- b. For the purpose of this SOP, artillery battalions organic or attached to brigades will hereafter be called DS battalions or DS artillery.

4. COMBAT ORDERS (Div SOP).

One copy of operation plans and orders that are published in support of battalion or larger sized operations will be submitted by DS battalions to Div Arty twelve hours prior to beginning of operation. When publication of plans and orders is delayed, the concept of operation and support requirements will be communicated to Div Arty S3 as soon as possible.

5. TYPE OPERATIONS (Div SOP).

6. LIAISON.

- a. Division Artillery will provide liaison personnel to ARVN as necessary.
- b. In addition to normal supporting to supported and reinforcing to reinforced liaison requirements, DS battalions will furnish LNO to all District Headquarters within their AO, unless an exception is approved by the Division headquarters. This includes Special Forces Camps where the Special Forces Commander is the District Advisor.
- c. In situations where supporting/supported relationships are changed due to temporary changes in organization for combat, LNO's and FOs will remain with the unit they normally support. Coordination will be made with new supporting artillery unit at earliest opportunity.

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6. Artillery liaison officers at Brigade HQ are responsible for control and coordination of artillery LNOs at infantry battalions. Likewise, artillery LNOs at infantry battalion level are responsible for control and coordination of artillery FOs supporting the infantry companies.
7. COORDINATION (Div SOP).
Fire support coordination. Appendix 4.
8. PROCEDURES.
 - a. Command and Control. Appendix 1.
 - b. Gunnery Procedures. Appendix 2.
 - c. Fire Planning. Appendix 3.
 - d. Fire Support Coordination. Appendix 4.
 - e. Airmobile and Airlift Operations. Appendix 5.
 - f. Adjustment Procedures for Naval Gunfire. Appendix 6.
9. TACTICAL OPERATIONS TECHNIQUES (Div SOP).
 - a. General.
 - (1) Units will conduct daily stand-to of all perimeter defense personnel immediately prior to BMNT and EENT. When operating away from base camps commanders will have all personnel stand-to at those times when the situation dictates. Battle stations will be manned during these periods to insure maximum state of readiness.
 - (2) All personnel are required to carry their individual weapon with ammunition or have it within arms reach at all times.
 - (3) Commanders will insure that personnel are thoroughly familiar with the operation and capabilities of individual and crew-served weapons organic to their particular unit.
 - (4) For the purposes of this SOP reports to be rendered to the Div Arty S3 or S2 will be rendered to the FSE of the Div TOC.
 - b. Reconnaissance.
 - (1) Normally initial reconnaissance of position areas must be made from the air. Decentron measures must be taken to prevent premature disclosure of intention to occupy the position.
 - (2) When movement to position is to be made by road or trail, careful route reconnaissance must be made and likely ambush areas noted.
 - (3) Every aerial flight made by artillery officers should be considered a reconnaissance, and maps of the area to be covered, 1:50,000 scale or larger, will be carried.
 - (4) Observations of suspected or actual VC activity and/or unusual sightings will be reported to Div Arty S2 as soon as possible.
 - (5) Location of possible artillery position areas observed during flight will be recorded and coordinates forwarded to Div Arty S3 upon termination of flight.

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10. TRAINING (DIV SOP).

- a. Units not actively engaged in support of tactical operations will conduct unit training programs.
- b. Maximum advantage must be taken of every opportunity to conduct on-the-job training and to integrate training with conduct of tactical operations.
- c. Battalions will insure that liaison and forward observer personnel are thoroughly instructed in their duties prior to reporting to the supported unit. A carry over period with the old FO or LNO will normally last at least 24 hours.
- d. Accuracy and then speed will be emphasized in all artillery training with special emphasis being given to FDC, Survey and Howitzer section training. Periodic testing of unit firing capabilities and accuracies will be accomplished by all levels of command to include Division Artillery.
- e. The Division Artillery Gunnery Checklist will be used for monthly inspections by the Battalion and Battery commanders, and for spot checks by representatives of Division Artillery. All references specified in the checklist will be on hand in each FDC.
- f. Shelling Report Team Training. FM 6-121.
- g. Frequent training will be conducted in all FDC's in high angle fire so that this capability is always ready for use.

11. NAVAL GUNFIRE SUPPORT.

- a. Naval gunfire is fired by direct support ships of the echelon concerned. If additional naval gunfire support is required, it is requested from the next higher FSE through naval gunfire channels or through normal artillery fire support channels.
- b. US Naval ships are capable of providing naval gunfire support as follows:

| SHIP | ARMAMENT | SHORE APPROACH | MINIMUM | MAXIMUM | EFFECTIVE RANGE |
|----------------|-----------------|-----------------|---------------|---------------|--------------------|
| Destroyer | 5"/38 cal guns | 6 fathom curve | 13,700 meters | 16,400 meters | 19,100 meters |
| | 5"/54 cal guns | 10 fathom curve | | | |
| Light Cruiser | 6"/47 cal guns | 10 fathom curve | 23,600 meters | 29,400 meters | 2280 - 9090 meters |
| Heavy Cruiser | 8"/55 cal guns | 10 fathom curve | | | |
| Battleship | 16"/50 cal guns | 10 fathom curve | | | |
| Landing Ship | 5" rocket | No restrictions | | | |
| Medium Rocket/ | | | | | |

Inshore Fire Support

- c. The following selection of ammunition and fuzes is normally available.
 - (1) Ammunition: HE, WP, AP, CP, and Illum (5" & 6" guns only).
 - (2) Fuzes: BD, PD, MTSQ and VT.
- d. Requests for NGFS will include:
 - (1) Type operation (troop support, H&I, etc).
 - (2) Location of AOR or target(s) (by grid coordinates).

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- (3) Nature of target(s) (if enemy force, include size).
- (4) Type of ammunition and fuze.
- (5) Commencement and duration of operation, or the time that fire is desired.
- (6) Radio frequencies and call signs of supported element to be contacted by US Navy spotting team or ship(s).
- e. Shore Fire Control Parties normally control and adjust naval gunfire. Adjustment of naval gunfire by Army observers is done in an emergency only. See Appendix 6 (Adjustment Procedures for Naval Gunfire).
- f. Combat service support of naval parties is by unit to which attached.
- g. If Air Naval Gunfire Liaison Company (ANGLICO) is attached, ANGLICO channels through FSE are employed for naval gunfire.

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Appendices: 1 - Command and Control
2 - Gunnery Procedures
3 - Fire Planning
4 - Fire Support Coordination
5 - Airmobile and Airlift Operations
6 - Adjustment Procedures for Naval Gunfire

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Appendix 2 (Gunnery Procedures) to Annex A (Operations) to America! Div
Arty Field SOP

1. GENERAL. Gunnery procedures in America! Division Artillery will conform to FM 6-40 and this directive. The new field artillery observation terminology as prescribed in DA Training Circular 6-1 dtd 17 May 1966 will be used by all observers and fire direction centers when processing fire missions. Accurate and timely delivery of artillery fire is the mission of this command. This mission can only be accomplished by strict adherence to the norms of accuracy which have been traditional in the field artillery. Constant and continuous checks will be instituted and observed to insure fire where and when the maneuver elements desire. Every artilleryman, officer and enlisted, in this command will seek to broaden his knowledge of gunnery and strive to maintain the tradition of accuracy and timeliness characteristic of United States Artillery. Each artillery officer in the gunnery chain of command will check fire missions against a map and question data that apparently would be unsafe.
2. STANDARDS FOR ARTILLERY OFFICERS. Each commissioned artillery officer who performs duty in an artillery firing battery or in a battalion FDC will be sufficiently proficient in the following artillery techniques to insure that he can adequately perform these duties if required. It is recognized that speed of performance comes only with daily practice and will be found in those officers whose primary duty calls for such operations.
 - a. Lay a battery by azimuth and orienting angle.
 - b. Check the lay of a battery by azimuth and orienting angle.
 - c. Measure adjusted azimuth and orienting angle.
 - d. Check the measurement of angle of sight to mask and the computation of minimum elevation.
 - e. Compute a simple observed adjustment of fire on a target of opportunity.
 - f. Check a record of precision fire to insure accuracy of GFT setting.
 - g. Be sufficiently familiar with the computation of Net+VE to insure that gross errors have not been made.
 - h. Supervise a battery FDC for a short period during observed fire adjustments or the computation of unobserved data such as H&I fires.
 - i. Check the accuracy of a firing chart, particularly the map inspected location of the firing battery or registration point.
 - j. Be sufficiently familiar with the Field Artillery Digital Automatic Computer (FADAC) to insure that the operator enters data correctly and accurately and that proper care and first echelon maintenance is performed.

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- k. Locate a target from the air on a 1/50,000 map to an accuracy of 100 meters.
 - l. Be familiar with the new field artillery observation terminology.
 - m. Bring fire on a target of opportunity from the air or ground in a reasonable period of time using correct observer procedures.
 - n. Conduct a destruction mission or precision registration.
 - o. Provide surveillance after visual recon or after completion of a fire mission.
3. STANDARDS FOR ARTILLERY NONCOMMISSIONED OFFICERS.
- a. A chief of firing battery must be able to accomplish all duties of the executive officer in a firing battery.
 - b. A chief of section must be proficient in laying the battery by azimuth or orienting angle in addition to his duties as chief of section.
4. DEFINITIONS.
- a. Technical Fire Direction (para 243, FM 6-40): Conversion of fire missions to appropriate firing data and fire commands.
 - b. Tactical Fire Direction (para 243, FM 6-40): Exercise of tactical command of one or more units in the selection of targets, designation of units to fire, and the allocation of ammunition for each mission.
 - c. Control Fire Direction Center (FDC): The FDC which has assumed or has been delegated the responsibility to convert a fire mission to appropriate firing data and fire commands. (Technical Fire Direction).
 - d. Primary Check: An independent check of data and commands produced within a control FDC. No mission will be fired within this command without a primary check.
 - e. Secondary Check: An independent check, always in addition to a primary check, conducted in an FDC other than the control FDC.
5. THE BATTALION FDC.
- a. Each artillery battalion is provided minimum essential personnel to conduct technical and tactical fire direction. Battalion commanders will augment the fire direction center from sources available to them to insure a twenty-four hour capability achieving minimum standards of speed and accuracy as set forth herein.
 - b. The battalion commander will decide, based on the disposition of his batteries, whether he will operate both a tactical and technical fire direction center or only a tactical fire direction center. In the latter case he will still maintain the capability of exercising technical fire direction, and of making the secondary check on the control fire direction center if it is located at the battery.

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- c. The battalion FDC when operating as the control FDC will be capable of conducting primary checks on all data it produces. The method of conducting the primary check will conform to the following standards.
 - (1) A check chart will be maintained at the same scale as the primary chart and will be manned by an operator independent of the primary chart. The charts will be identical and will be pre-checked to insure minimum accuracy of comparison to within 2 mils in deflection and 20 M in range. The check chart may be maintained by the vertical control operator (VCO) or may be in addition to the VCO. If FADAC is being used to compute data, the primary chart will be used to check deflection and range.
 - (2) A separate GFT will be used to check all data prepared by the computer. This check may be made by another computer if his battery is not firing, by the chief computer, or by the FDO. Each FDO will insure that a positive system is established to insure that the check computer is clearly identified for each mission fired.
 - (3) The FDO will check the initial plot on the primary and check charts, the computation of site by the VCO, and the initial orientation of the target grid. During precision registrations, a separate record of precision fire will be maintained by a check computer.
 - (4) Following is a guide to FDOs for initial check of firing charts:
 - (a) Check plot of battery center(s) and other surveyed points with coord square.
 - (b) Check initial deflection index and insure it corresponds to base deflection; insure that deflection corresponds to azimuth of fire.
 - (c) Check supplemental indices.
 - (d) Insure that range deflection protractor is numbered properly.
 - (e) Double check plot of battery using 1/25,000 or 1/50,000 map. Double check rough direction of fire and corresponding azimuth by visual observation.
 - (5) The FDO will insure that old GFT settings have been removed if required and new settings placed on each GFT.
 - (6) Metro corrections, high burst registrations, etc., will be computed independently by two individuals.
- d. Each battalion FDC will be capable of conducting secondary checks on data produced by battery FDC's. Normally, the Battalion FDC will check initial data on all fire missions. The method of conducting the secondary check will conform to the following standards.

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- (1) When fire is being conducted by wire, the secondary check at battalion will approximate the detail of the primary check discussed previously.
 - (2) When firing is being conducted exclusively by radio, battalion FDC will monitor the fire mission and subsequent corrections to insure that accurate and timely fire is being delivered.
 - (3) Secondary checks do not replace primary checks and in no way relieve the control FDC of the responsibility of conducting primary checks.
 - (4) If the battalion FDO, conducting secondary checks, believes at any time that data may have been transmitted or computed in error, he will command HOLD and suspend firing until he is satisfied that correct data has been obtained.
 - (5) Since the secondary check in many instances is the only direct assurance the commander has of the accuracy of fires, such checks will be abandoned only by the express order of the battalion commander concerned. A report of such action will be made to this headquarters as expeditiously as possible.
6. THE BATTERY FDC.
- a. Each battery is provided minimum essential personnel to conduct technical fire direction. Augmentation is required to enable the battery FDC to operate continuously. The battery FDC is not capable of computing firing data for more than one battery location at a time. In the event that the battery is split, the FDC must be augmented by battalion FDC or one segment of the battery may be controlled directly by battalion FDC.
 - b. The battery FDC, when operating as the Control FDC, will be capable of conducting primary checks on any data it produces. The battery FDC will be prepared and will conduct secondary checks on data produced at battalion FDC (when battalion is the control FDC) and transmitted to the battery for firing. In the event that the battery FDO disagrees to a marked degree with data transmitted by battalion FDC, the battery FDO will command HOLD and will notify the battalion FDO of the discrepancy without delay. The battalion FDO will decide on the correct data to be fired.
 - c. Primary and secondary checks will be conducted at battery FDC when operating as control FDC in the same general manner and with the same guidance as at battalion level, as specified in paragraph 5.
 - d. A battery fire direction center, when operating as a control FDC, will have as a minimum the following five personnel on duty at all times: one FDO; a chart operator; a FADAC operator; a computer; and a RTO, who may also be a check computer. When FADAC is not operational, a check chart operator will be used. Battalions will augment batteries as necessary to meet this requirement on a shift basis 24 hours a day.

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7. STANDARDS FOR THE FIRE DIRECTION CENTER. These standards are equally applicable to the battery and battalion FDC. Deviations from these standards may be made only by authority of the Division Artillery Commander or his representative.
- a. Accuracy. Speed will never be given as an excuse for lack of accuracy. Proper techniques of plotting and computation will be maintained and constantly practiced in all FDC's. It is recognized that accuracy required for precision registration is greater than that required for a target of opportunity in a VC-held jungle area. However, the accuracy required of the chart operator and computer will be constant; the FDO may use accepted "short cuts" in the interest of timely fire. At no time will primary checks be deleted in the interest of speed.
 - b. Speed. True speed comes only with constant and repetitious drill in sound procedures. Each battalion must maintain the ability to provide timely fires. FDO's and S3s must remain alert for sloppy FDC, observer, or firing battery procedures which give a false and temporary impression of speed in firing.
 - c. Firing Charts. Both primary and check charts will be maintained on plastic grid sheets. The normal scale used on the grid sheet is:
 - (1) 105mm howitzer FDC - 1/25,000.
 - (2) The 155mm and 8" How FDC - 1/25,000 (1/50,000 acceptable).
 - (3) 175mm gun - 1/50,000.The same firing chart will not be used as both primary and check chart. Grid sheets will be changed as frequently as required to maintain a neat, readable appearance.
 - d. Battle Maps. Each FDC will maintain a 1/50,000 battle map on which the following items will be plotted:
 - (1) General location of friendly forces.
 - (2) Battery location(s).
 - (3) No fire areas, FCLs, FSCLs, and Free Fire areas.
 - (4) Locations of friendly patrols, US, FWF, and ARVN or RF/PF outposts.
 - (5) Built up areas, villages and hamlets will be marked or outlined to be readily recognizable, based on the latest data. These maps will be updated to represent actual conditions by frequent checks with the District and by aerial reconnaissance.
 - e. Such data from the battle map as is practicable will be placed on the firing chart. Permanent NFL will normally be so outlined.
 - f. GPT Settings, Met Corrections, and Registration Data. FDCs will always fire with the best data available. The battalion FDC will insure that corrections are available for all batteries in every direction. This requires met computations concurrent with precision registration and

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Appendix 3 (Fire Planning) to Annex A (Operations) to Americal Division Artillery Field SOP

1. GENERAL.
 - a. Fire planning is conducted at all levels and is continuous.
 - b. The detail with which fire plans will be made is dependent upon:
 - (1) The time available for planning.
 - (2) The extent and accuracy of target information.
 - (3) The type operation being conducted.
 - (4) The fire support requirements of higher echelons.
 - (5) The fire support means available.
 - c. Target lists will suffice as fire plan until completion of detailed plan.
2. RESPONSIBILITIES.
 - a. Direct Support Artillery battalions prepare artillery fire plans to support the scheme of maneuver of supported brigades.
 - b. Reinforcing artillery fires are planned by reinforced artillery unit.
 - c. General support and GS reinforcing fires are planned by Division Artillery.
3. TARGET DESIGNATION SYSTEM.
Tab A.
4. LANDING ZONE PREPARATIONS.
 - a. Preparation of LZs are fired using best data available.
 - b. The preparation will be observed and fires adjusted for maximum effectiveness whenever possible.
 - c. LZ preparation fires should be:
 - (1) Heavy in volume initially.
 - (2) Adjusted to the scheme of maneuver.
 - (3) Planned around the periphery of the LZ in the forward edge of the tree lines and expanding outwards.
 - d. Upon completion of the preparation, artillery fires are shifted to likely areas of entrance and exit to the assault area.
5. SUPPORTING FIRES.
 - a. Supporting fires in the defense should be planned on likely avenues of approach such as roads, trails and streamlines. Targets should also be planned on clearly identifiable terrain features from which fires may be quickly shifted.
 - b. Close-in supporting fires will be shot-in prior to darkness. A single round will be used as an initial check. A full battery sheaf will be subsequently fired if time and ammunition permit. Individual piece corrections, if known, will be applied.
 - c. Special sheafs should be utilized to increase the effectiveness of fires placed upon roads, trails, streamlines or similar target areas.

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Appendix 4 (Fire Support Coordination) to Annex A (Operations) to
Americal Division Artillery Field SOP.

1. GENERAL.
 - a. The Fire Support Element (FSE) operating within the Div TCC represents the Division Artillery Commander and is charged with carrying out his policies and guidance with respect to fire support coordination within the Division Artillery.
 - b. The direct support artillery commander in the brigade AO is the fire support coordinator.
2. RESPONSIBILITIES.
 - a. The responsibilities of the fire support coordinator include but are not limited to the following:
 - (1) Planning, allocating, coordinating, and integrating all available fire support means in accordance with the directives, policies, and priorities of the supported force commander.
 - (2) Establishing No Fire Lines and Fire Coordination Lines in coordination with commanders of supported units.
 - (3) Providing a LNO to the senior ARVN commander, and to each district chief in his AO. The duties of the LNO will include:
 - (a) Obtaining clearance to fire.
 - (b) Keeping US Forces informed of activities and disposition of Regional Forces, Popular Forces, and ARVN Forces.
 - (c) Keeping ARVN commanders informed of disposition and activities of US Forces.
 - (4) Maintaining latest targeting information for inclusion in fire plans and/or H&I programs.
3. CLEARANCE OF FIRES.
 - a. Artillery, naval gunfire, and air missions will be conducted in accordance with the following rules.
 - (1) Harassing, interdiction, and preparatory missions located outside of free fire areas are executed only after GVN/ARVN approval as appropriate.
 - (2) Target of opportunity missions clearly identified as hostile with the mission under control of an AO/FO or FAC require no clearance. Targets not clearly identified as hostile must be cleared by GVN/ARVN agency prior to firing.
 - (3) Missions against known or suspected VC targets in hamlets and/or villages occupied by noncombatants will be conducted as follows:

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- (a) Defensive fires will be fired as requested by appropriate GVN or ARVN authority. Proper clearance must still be obtained.
 - (b) All missions on hamlets or villages will be controlled by either an FO, AO or FAC.
 - (c) Hamlets or villages not associated with ground operations will not be attacked without prior warning (leaflet or loudspeaker) even though light fire is being received from them.
 - (d) Hamlets and villages may be attacked without warning if the attack is in conjunction with a ground operation involving the movement of ground forces through the area, and if in the opinion of the ground commander, his mission would be jeopardized by such warning.
 - (e) None of the above controls abridge the right of self-defense, and artillery may be fired without clearance at the request of any unit in contact. The decision to do so will be made by the senior officer present.
- c. Fires near inhabited areas will be governed by the following additional guidance:
- (1) Target plots will be compared with best available data on locations of inhabited areas.
 - (2) Unobserved fires will not be planned closer than 1000 meters from friendly villages or hamlets unless specifically requested by ARVN or clearly identified as hostile and cleared for firing by ARVN/GVN authorities.
- d. Free Fire Areas are established by GVN or ARVN authorities. Americal Division Artillery will disseminate to appropriate agencies and units.
- e. No fire areas may be established by GVN/ARVN authorities or US Forces commanders. No Fire Areas will be disseminated by Americal Division Artillery to all interested agencies and units and will be graphically portrayed on artillery situation maps, (firing charts when feasible) if within range of organic, attached, or supporting artillery.
- f. All fires to include artillery, naval gunfire and airstrikes delivered or having possible effect across a NFL/FCL will be cleared with the fire support coordinator of the TAOR/AO effected by the fires. Possible effect will be considered to be fires delivered within 500 meters of a boundary.
- g. Fires outside a brigade TAOR will be submitted to FSE for clearance with proper authorities.
4. BATTLEFIELD ILLUMINATION.
- a. Illumination by artillery will be fired on authority of DS Artillery commander.
 - b. Consideration should be given to patrol activity of adjacent units prior to firing illumination except in case of emergency.

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5. SIGNAL SMOKE.
 - a. It is imperative that artillery personnel, particularly FOs, AOs and LNOs have a thorough knowledge of the use of smoke.
 - b. Division SOI outlines use of smoke.
 - c. Whenever possible, confirmation of use and meaning will be obtained by radio.
6. SAFETY.
 - a. Safeguarding aircraft from Artillery Fire: Tab A (Safeguarding Aircraft from Artillery Fire).
 - b. Artillery units will habitually post an air sentry during all fire missions. Firing will be suspended when aircraft cross line of fire. Air sentries must be alert for aircraft approaching from any direction. If more than one fire mission is being conducted by the battery, an air sentry will be provided for each mission in progress. In addition, each forward observer or air observer will follow the same precaution with regard to the forward end of the trajectory during adjustment of fire.
 - c. VT fuze will not be used during periods when aircraft are endangered.
 - d. Restriction on artillery fire is not required during air-strikes unless risk is excessive. When restrictions are necessary they are planned and coordinated by the Brigade FSCC on Div FSE, as appropriate. Positive coordination will be effected to insure aircraft safety.
 - e. No Fire Areas should be established around isolated units, outposts, friendly villages, and other installations where positive safety measures are required.

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Tab A - Safeguarding Aircraft from Artillery Fire
B - Countermortar and Counterrocket Program

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Republic of Vietnam
1 December 1967

Annex B (Intelligence) to Americal Division Artillery Field SOP

1. REFERENCES.

- a. FM 30-5.
- b. FM 31-22.
- c. FM 101-5.
- d. MACV Dir 190-3.
- e. MACV Dir 381-11.
- f. MACV Dir 381-22.
- g. Americal Division Field SOP.

2. PURPOSE.

To establish procedures for the execution of the intelligence function within the Division Artillery.

3. MISSION.

To provide accurate, timely and useful intelligence on the enemy, weather and terrain and to deny the enemy access to similar information on friendly forces.

4. CAPTURED MATERIEL.

- a. Includes all weapons, munitions, foodstuffs, medicine, clothing and other equipment taken from the enemy, his bases, his caches or that policed from the battlefield.
- b. Evacuation.
 - (1) Captured materiel having intelligence value is evacuated through intelligence channels to G2, Americal Division.
 - (2) The following are evacuated:
 - (a) All weapons, except US, and those authorized for retention as war trophies.
 - (b) Samples of all munitions except common US and foreign hand grenades, mines, mortar and artillery projectiles.
 - (c) Two quarts of rice, salt, flour, wheat, corn and other foodstuffs, from each cache.
 - (d) Samples of each type of medicine and medical supplies.
 - (e) Samples of clothing, footwear, bolts of cloth, plastics and other materiel.
 - (f) Samples of all unusual equipment.
 - (3) Evacuated materiel is tagged and identified as to the time, date, and place of capture, capturing unit, and complete description of the materiel.
 - (4) Materiel that cannot be evacuated is described thoroughly and photographed or sketched, if possible, prior to destruction.
- c. War Trophies (USARV Regulation 643-20).

5. CAPTURED DOCUMENTS.

- a. Captured documents are batched along with a batch slip and

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- evacuated to S2. A document inventory sheet is prepared in duplicate (one copy accompanies the document and one is filed).
- b. Cryptographic documents are handled as SECRET and delivered promptly to the nearest supporting Radio Research Unit.
 - 6. PRISONERS OF WAR, SUSPECTS, CIVIL DEFENDANTS AND RETURNEES (Div SOP).
 - a. PWs will be evacuated to the nearest PW collection point on organic transportation of the capturing unit. All detainees are accorded the same treatment as prisoners of war until their status is determined.
 - b. Capturing unit disarms, searches, silences, and segregates prisoners into groups: officers, noncommissioned officers, enlisted men, dependents, returnees, and suspects. PWs will not be allowed to eat, drink, or smoke prior to interrogation by IPW personnel unless the length of time would make such practice inhumane.
 - c. The capturing unit tags each person with a Captive Card (MACV Form 340).
 - d. Wounded and seriously ill captives are evacuated through medical channels. Information on location of the medical facility to which the captive is evacuated is reported to the Division Artillery S2 as a spot report.
 - e. Handling of captives will be in accordance with the provisions of the Geneva treaties.
 - 7. MAPS.
 - a. Div Arty S2 has staff responsibility for distribution and storage of maps.
 - b. Requests for maps or aerial photographs will be processed by the Div Arty S2. These requests may be made telephonically or by writing. DS Artillery units obtain maps through Brigade S2.
 - 8. COUNTERINTELLIGENCE.
 - a. Complete operations orders will not be carried forward of battery positions. Forward observers, air observers, and liaison parties will utilize need to know extracts.
 - b. All installations will be searched prior to evacuation to insure no printed material, ammunition, or items usable by the enemy are left behind. Whenever possible, post evacuation search will be by CI personnel assigned to the MID. Special care should be taken to avoid leaving any type of dry batteries, communication wire, food, and metal. All C ration cans should be perforated and flattened.
 - c. Known or suspected loss or compromise of classified material will be immediately reported to the Div Arty S2.
 - 9. REPORTS.
 - a. Spot Report. By telephone or over the Div Arty Intelligence Net. Reports answer the questions WHO, WHAT, WHEN, WHERE, HOW and WHY.

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America Division Artillery
Republic of Vietnam
1 December 1967

Annex C (Personnel and Administration) to America Division Artillery SOP

1. REFERENCES:

- a. America Division Field SOP.
- b. USARV Regulation 614-30.
- c. USARV Regulation 360-81.
- d. America Division Regulation 22-1.
- e. America Division Regulation 27-20.
- f. America Division Regulation 335-6.
- g. America Division Regulation 690-5.
- h. America Division Regulation 672-1.
- i. America Division Regulation 630-1.
- j. America Division Regulation 28-1.
- k. America Division Regulation 230-60.
- l. America Division Regulation 60-5.
- m. America Division Regulation 670-5.
- n. America Division Regulation 385-8.
- o. America Division Regulation 385-10.

2. PURPOSE:

To prescribe policies and procedures for conduct of personnel and administrative services within America Division Artillery.

3. GENERAL.

In order to minimize administrative traffic of troops to the rear CP, mobile AG and finance teams will be provided periodically or on an on-call basis. S1s and personnel sergeants can reduce this administrative traffic by frequent visits to the forward areas.

4. MAINTENANCE OF STRENGTH.

- a. Mass Casualty Reporting. Spot Casualty Reports will be submitted immediately following attacks producing mass casualties in the units (battery size or larger) to the America Division G1. Format for reports will be USARV Form 173 or 173-1. An information copy of all spot casualty reports will be provided immediately to the Division Artillery S1. (See America Division Field SOP).
- b. Casualty Reports. (See America Division Field SOP). Information copy of casualty reports to Division Artillery S1 ASAP. Accuracy must be emphasized. A notation will be made thereon of any pending awards for deceased or wounded personnel.
- c. Replacements. (See America Division Field SOP). Requisitions for replacements for separate artillery battalions will be processed through Division AG.
- d. Strength Reports. (See America Division Field SOP). An information copy of daily strength reports will be submitted to Division Artillery S1 NLT 0930 hours daily. Morning Reports will be

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- submitted through previously established channels.
5. DISCIPLINE, LAW AND ORDER.
- Commanders are responsible to properly orient newly assigned personnel concerning their expected high standards of conduct and discipline. It is considered that as a minimum this orientation should include information on the local customs, proper conduct toward the civilian population, and the role of the US Army in RVN. This orientation will be given by the battery commander and will meet all requirements of USARV Regulation 360-81.
 - Military Justice.
 - See Americal Division Regulation 22-1.
 - Claims processed IAW Americal Division Regulation 27-20.
 - Legal assistance and services will be provided by teams from the SJA Americal Division travelling to the field on an announced basis.
 - Provost Marshal. See Americal Division Regulation 335-6.
6. PERSONNEL MANAGEMENT.
- US Military Personnel.
 - Personnel Actions. All 1049s to include requests for extension, or curtailment of foreign service tours, ITTS or other transfers will be processed thru parent organizations.
 - Rotating personnel will be returned to parent unit base camps at least one week prior to DEROS. In-country transportation will be coordinated through Division AG.
 - Local National Personnel.
 - Civilian Personnel. Battalions will submit requirements to Americal Division G1.
 - Imprest Fund. Americal Division Regulation 690-5.
 - Interpreter Control. (See Americal Division Field SOP).
7. GRAVES REGISTRATION. See Americal Division Field SOP.
8. MORALE AND PERSONNEL SERVICES.
- Finance. See Americal Division Field SOP.
 - Awards and Decorations. Americal Division Regulation 672-1.
 - Leaves. Americal Division Regulation 630-1.
 - Emergency and Compassionate Leaves. Emergency and compassionate leaves will be processed through Americal Division AG section. Personnel, with approved emergency or compassionate leaves will depart for CONUS from DA NANG.
 - Special Services.
 - Movies: Americal 16mm movie accounts will be established with the Americal Division Special Services Officer.
 - A&R and other special services equipment will be drawn from the Americal Division Special Services Officer.
 - Chaplain. Americal Division Field SOP.

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