

Key

To: = **For commanding group**: turn & action (1st or 2nd) when order issued from command element to [group]. Write receiving group ID in here.
A = **For receiving group**: circle the A, & write order here in the **earliest turn and action** the order can be actioned by the receiving group.

Format

“Activity (preposition) location”, for example “move to 016230”, “attack Ranville”, “support attack on Ranville from current position”, “clear enemy from woods at 025125”, “suppress enemy line at 0120”, “link up with paras at Ranville”.

Examples of activities:

Advance to contact	Move forward to small arms range of enemy
Attack	Take offensive action [in specified direction or against specified position]
Clear	Remove all enemy from specified area
Counterattack	Attack enemy’s attacking troops
Defend	Defeat attacking enemy from current position
Delay	Prevent enemy from taking position for specified period
Destroy	Render specified enemy force ineffective
Exploit	[after attack] Disorganise enemy in depth
Feint	Deceive enemy in specified direction or position by seeking contact without decisive engagement
Hold	Maintain current position [may include “at all costs” instruction]
Link up	Establish contact with specified friendly unit at specified position
Locate	Discover and identify enemy units or situation
Move to	Manoeuvre to specified position
Screen	Cover friendly forces by observing and reporting activity
Seize	Take specified position whether enemy occupied or not [may include Attack]
Suppress	Temporarily reduce specified enemy’s capability
Withdraw	Disengage and move away from specified enemy [to specified position]

Artillery

In Group ID, write the Battery ID & gun type.

Under each Turn space indicate: **Moving** or **Preparing** or **Ready to Fire**. Note: light & medium mortars don’t need Preparing.

If **Ready to Fire** state: **target – ammo type**.

Note: artillery (not light & medium mortars) must pause 1 turn to switch targets.

State any change to **FOO assignment**.