

REGULATIONS
OF THE
SONS OF VETERANS
RESERVE



13 August 2011

Headquarters
Sons of Veterans Reserve
National Military Department
Sons of Union Veterans of the Civil War

INTRODUCTION

The Sons of Veterans Reserve is organized and regulated in accordance with Chapter IV of the National Regulations of the Sons of Union Veterans of the Civil War (SUVCW). That SUVCW Regulation is as follows:

Sons of Union Veterans of the Civil War
National Regulations
2001

Chapter IV
Sons of Veterans Reserve
Organization and Structure

Section 1. The Sons of Veterans Reserve (SVR) shall constitute the authorized military component of the Sons of Union Veterans of the Civil War (SUVCW). It shall include all military bodies of the Order (SUVCW) with the exception that Camps and Departments may maintain an independent military organization as a Camp Guard or Department Guard for parades, services and ceremonies under the auspices of the Camp or Department with which the unit is associated. The highest military rank attainable within any Camp or Department Guard shall be that of Captain. At all functions where Camp Guard units, Department Guard units and SVR units are participating, the highest ranking SVR commissioned or non-commissioned officer shall have command of all military bodies of the SUVCW, regardless of the rank of an officer in a Camp Guard or Department Guard.

Section 2. To be eligible for and in order to maintain membership in the SVR, a Brother shall be a member or Associate in good standing in the Sons of Union Veterans of the Civil War

Section 3. The SVR shall be governed by the Constitution and Regulations of the Order (Sons of Union Veterans of the Civil War) and the Regulations of the SVR, herein incorporated in these Regulations by reference. The responsibilities of the SVR shall include participation in ceremonies, programs, and parades such as Remembrance Day, Lincoln Birthday, Memorial Day, Lincoln Tomb Ceremony, and National Encampment programs, and at the request of the Commander-in-Chief, special ceremonies and parades on behalf of and representing the Sons of Union Veterans of the Civil War.

Individual units of the SVR and individual members of the SVR units may participate in non-SVR or SUVCW sponsored National Civil War re-enactments, living histories and educational demonstrations. Non-SVR members of independent Civil War re-enactment units may participate with the SVR at SVR or SUVCW sponsored events and/or programs.

Section 4. The standing National Military Affairs Committee created under Chapter III, Article VII of these Regulations shall be composed of five (5) Brothers of the Order (SUVCW) appointed by the Commander-in-Chief. The Committee shall have continuity of membership with the Commander-in-Chief appointing in 1997 three (3) Brothers to serve two (2) years and two (2) Brothers to serve one (1) year and, in subsequent years, appointing two (2) Brothers in even numbered years and three (3) Brothers in odd numbered years to serve two (2) years. The Chair of the National Military Affairs Committee shall be appointed from among the committee members by and shall serve at the pleasure of the Commander-in-Chief. The duties of the Committee shall include preparation of the initial Regulations in 1997 and subsequent modifications of the Regulations through proposed amendments, general oversight of the SVR and, with the approval of the Commander-in-Chief, appointment of the Commanding Officer of the SVR. The Regulations and any amendments thereof must be approved by the Commandery-in-Chief at the National Encampment.

Section 5. The Commanding Officer of the SVR shall be appointed by the National Military Affairs Committee with the approval of the Commander-in-Chief. The appointment shall be made for a period of not more than three (3) years and may be renewed for an additional three (3) year terms subject to the same procedures used for the original appointment. The duties of the Commanding Officer of the SVR shall be to administer and command the SVR pursuant to the Regulations of the SUVCW and the Regulations of the SVR.

The rank of the Commanding Officer of the SVR shall not be higher than that provided for in the Regulations and based upon the total membership of the SVR. In no case may the rank of the Commanding Officer be higher than Major General. Current and past Commanding Officers holding ranks higher than that permitted by the Regulations, may retain their current rank for the remaining period of the SVR appointment, adhere to the rank permissible under the Regulations, transfer to the Inactive Reserve, or retire from the SVR at their current rank. The Commanding Officer of the SVR may be relieved by a two-thirds majority of the National Military Affairs Committee, subject to the concurrence of the Commander-in-Chief.

Section 6. The SVR shall be administered by a national body known as the National Military Department, Sons of Veterans Reserve (NMD, SVR). The Commanding Officer of the SVR may appoint a NMD staff consistent with the Regulations. All NMD appointees shall serve at the pleasure of the Commanding Officer of the SVR. The period of all such appointments shall be concurrent with that of the Commanding Officer of the SVR. Current holders of such appointments, who hold ranks higher than the maximum provided for such appointment in the Regulations may adhere to the stated ranks, transfer to the Inactive Reserve at their current ranks or retire from the SVR at their current ranks. All NMD staff shall serve at the pleasure of the Commanding Officer of the SVR.

The following Regulations as established by the National Military Affairs Committee (NMAC) and approved by the National Encampment of the Sons of Union Veterans of the Civil War (SUVCW), shall govern the operation of the National Military Department (NMD), Sons of Veterans Reserve (SVR).

Article I
National Military Department

1. The NMD, SVR shall be composed of a National Headquarters and the following seven Military Districts:
 - A. FIRST MILITARY DISTRICT: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont.
 - B. SECOND MILITARY DISTRICT: Delaware, Maryland, New Jersey, New York, Pennsylvania, Virginia, Washington D.C. and West Virginia.
 - C. THIRD MILITARY DISTRICT: Indiana, Kentucky, Michigan and Ohio.
 - D. FOURTH MILITARY DISTRICT: Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota and Wisconsin.
 - E. FIFTH MILITARY DISTRICT: Reserved
 - F. SIXTH MILITARY DISTRICT: Arizona, Alaska, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oklahoma, Oregon, Texas, Utah, Washington and Wyoming.
 - G. SEVENTH MILITARY DISTRICT: Alabama, Arkansas, Georgia, Louisiana, North Carolina, South Carolina, Mississippi, Tennessee and Florida.
2. The number and composition of the NMD, SVR Military Districts may be modified at the discretion of the NMAC.

Article II
National Headquarters

1. The officer in charge of the NMD, SVR shall be known as the Commanding Officer, SVR. Pursuant to Section 5 Chapter IV of the Constitution and Regulations of the SUVCW, the Commanding Officer shall be appointed by the National Military Affairs Committee with the approval of the Commander-in-Chief of the SUVCW. The appointment shall be made for a period of not more than three (3) years and may be renewed for additional three (3) year terms subject to the same procedures used for the original appointment. The Commanding Officer of the SVR shall serve at the pleasure of the majority of the NMAC and may be relieved by the NMAC subject to the concurrence of the Commander-in-Chief, SUVCW.

2. The Commanding Officer, SVR, shall be responsible for the day-to-day administration of the NMD, SVR. The rank of the Commanding Officer, SVR, and all National and District Headquarters Officers, shall be based upon the total membership of the SVR. In no case shall the rank of the Commanding Officer be higher than that of Major General. The rank of the Commanding Officer shall be determined by the NMAC. All other ranks shall be determined by the Commanding Officer based on the total membership of the SVR.
3. Current and past SVR Commanding Officers, National, District and Battalion Headquarters Officers and Special Staff Officers holding ranks higher than permitted according to the Regulations may retain their current rank for the remaining period of their SVR appointment, adhere to the rank permissible under the Regulations, transfer to the Inactive Reserves at their current rank, or retire from the SVR at their current rank.
4. All National, District, Battalion Headquarters Officers and Special Staff Officers rank shall be BREVIT. Rank shall be a function of the position held. Once the position is vacated, so shall the rank associated with that position be vacated. In such situations where a National, District or Battalion Headquarters or Special Staff position be vacated, the vacating individual shall be subject to the conditions provided for in Article II, Section 3 of these Regulations.
5. The Commanding Officer, SVR, may appoint a National Headquarters Staff. All appointees shall serve at the pleasure of the Commanding Officer of the SVR. The following table defines the maximum rank for a position based on total SVR membership. Should the membership drop below 500, the rank structure shall be determined by Section 3 of these Regulations.

| <u>Position</u> | <u>Less than 500</u> | <u>500-1500</u> | <u>Over 1500</u> |
|----------------------------|----------------------------|----------------------------|-------------------|
| Commanding Officer | Colonel | Brigadier General | Major General |
| Deputy Commander | Lt. Colonel | Colonel | Brigadier General |
| Chief of Staff | Lt. Colonel | Colonel | Colonel |
| Adjutant General | Lt. Colonel | Colonel | Colonel |
| Inspector General | Lt. Colonel | Colonel | Colonel |
| DC Liaison Officer | Lt. Colonel | Colonel | Colonel |
| Judge Advocate General | Captain | Major | Lt. Col. |
| Quartermaster | Captain | Major | Major |
| Provost Marshal | Captain | Major | Major |
| National Chaplain | 1 st Lieutenant | Major | Lt. Col. |
| Public Information Officer | 1 st Lieutenant | Captain | Major |
| Deputy Provost Marshal | 2 nd Lieutenant | 1 st Lieutenant | Captain |

6. The assignment to staff positions will be concurrent with the Commanding Officer, unless relieved of duty. Upon ending his tenure in a staff officer position, the officer may transfer to his original unit, at a rank current with the structure of the unit, or transfer to the inactive Reserve at his present rank

7. The Commanding Officer may, with the written approval of the NMAC, add positions to both National and District level Headquarters that he deems necessary to efficiently operate the SVR.
8. The Commanding Officer may appoint a Special Staff to coordinate Civil War living history pageants, parades, ceremonies, training schools, and/or reenactments. Said appointments shall be announced by Special Orders and terminate with the end of the event. Members of the Special Staff shall have no authority or responsibility on the National Headquarters Staff or in the operation of the SVR.
9. Provision is hereby made for the establishment of a Headquarters Company to administer the membership-at-large status whereby not enough members can be obtained to form a unit. The headquarters Company shall be organized according to the Regulations.
10. Provision is hereby made for a Headquarters Inactive Reserve within the Headquarters Company to accommodate SVR members no longer wishing to remain active. Inactive Reserve members may, at all times, participate in SVR formations and other events in the proper uniform pursuant to Article VII of these Regulations and represent the organization. The Inactive Reserve shall be administered by the Headquarters Company Staff. Inactive Reserve members carry no authority with their rank. Transfers to the Inactive Reserve may be at the discretion of the Commanding Officer of the SVR.
11. As part of his administrative duties, the Adjutant General, SVR, on or before 15 March of each year shall file a report with the National Treasurer, SUVCW, detailing the EIN for each, unit, battalion, district, and headquarters with the contact information for the respective adjutant.

Article III **District Headquarters**

1. The Commander in charge of a Military District shall be known as the District Commander. The District organization shall consist of a District Headquarters and assigned SVR units with its geographical boundaries as defined in Article I of these Regulations. The Commanding Officer shall appoint all District Commanders who shall serve at his pleasure. The period of such appointments shall be made concurrent with that of the Commanding Officer of the SVR.
2. Insofar as all District Commanders serve at the pleasure of the Commanding Officer, SVR, as provided in Article III Section 1 of these Regulations, the failure of any District Commander to comply with the provisions of Section 4 herein may result in the Commanding Officer, SVR, removing that District Commander from his position as District Commander.
3. The District Commander shall be responsible to the Commanding Officer of the SVR for planning, policymaking, evaluation, inspection and military and administrative direction of all personnel and units within his district.

4. As part of his administrative duties, the District Commander shall be responsible for and shall ensure that all Annual Unit Applications (SVR Form 3) are received by the Adjutant General, SVR, on or before 15 February of each year, all Annual Unit Strength Reports (SVR Form 19), all updated Annual Rosters and all Annual National dues for each Unit within his District are received by the Adjutant General, SVR, on or before 30 April of each year, commencing in April of 2007.
5. The District Commander may appoint a District Staff. All appointees shall serve at the pleasure of the District Commander. The period of all such appointments shall be made concurrent with that of the District Commander. The following table defines the maximum rank allowed per designated position upon the total District SVR membership.

| <u>Position</u> | <u>Under 250 members</u> | <u>Over 250 members</u> |
|-------------------------------------|----------------------------|----------------------------|
| District Commander | Major | Lt. Colonel |
| District Adjutant | Captain | Major |
| District Chief of Staff | Captain | Major |
| District Inspector General | Captain | Major |
| District Chaplain | 2 nd Lieutenant | 1 st Lieutenant |
| District Public Information Officer | 2 nd Lieutenant | 1 st Lieutenant |

6. If the District membership falls below three (3) units, the District Headquarters staff shall be dissolved by the Commanding Officer, SVR, and the remaining SVR units in said District shall then report to the Adjutant General, SVR.
7. As part of his administrative duties, the District Adjutant shall be responsible for and shall ensure that all Units within his District shall file with him, on or before 15 January each year, an Annual Unit Application (SVR Form 3) and on or before 01 April of each year an Annual Unit Strength Report (SVR Form 19), an updated Annual Roster, Annual District dues and National dues
8. In the event a Military District Headquarters ceases to exist, all properties and monies shall be turned over to the Commanding Officer, SVR or his duly authorized representative. Said properties and monies then become the property of the National Headquarters, SVR

Article IV
Battalion Headquarters

1. A battalion may be formed when three (3) or more companies within a District petition the Commanding Officer, SVR, through the District Headquarters to be considered a battalion. The minimum number of men to form a battalion shall be ninety (90) enlisted men. The Battalion Commander shall be elected by the votes of the Company Commanders that compose said battalion. If the battalion falls below ninety (90) men, the Battalion Headquarters shall be dissolved by the Commanding Officer, SVR at the

recommendation of the District Commanders. The Battalion Commander may hold the rank of Major and may appoint the following staff with respective maximum ranks

| <u>Position</u> | <u>Rank</u> |
|---------------------------|----------------------------|
| Battalion Adjutant | 1 st Lieutenant |
| Battalion Chief of Staff | Captain |
| Battalion Sergeant Major | Sergeant Major |
| Battalion Information NCO | Sergeant |

Article V
Company Headquarters

1. The Company shall be the basic infantry unit of the SVR. The officer or NCO-in-charge shall be known as the Company Commander. The minimum number of soldiers to constitute a Company shall be six (6). A Company commander shall be elected to serve for a one-year (1) term and may be re-elected for subsequent one-year terms. Said election shall be directed by the next higher authority
2. As part of his administrative duties, each Unit Commander shall be responsible for and shall ensure that an Annual Unit Application (SVR Form 3) shall be received by the District Commander on or before 15 January of each year, and Annual Unit Strength Report (SVR Form 19), an updated Annual Roster, Annual District dues and Annual National dues shall be received by his District Commander, on or before 01 April of each year, commencing in April of 2007
3. In the event that any Unit within the Military District fails and neglects to file such Annual Reports, Rosters and dues as so required by Paragraph 2 hereinabove, then by Special Order, the Commanding Officer, SVR may render such delinquent Unit inactive and may, by Special Order, render void the Commission of all Officers in said delinquent Unit.
4. Such delinquent Units rendered inactive hereinabove set forth in Paragraph 2 may, upon application duly made to the District Commander, be returned to active status upon filing with the District Commander the following: (1) an Annual Unit Application (SVR Form 3); (2) An Annual Unit Strength Report (SVR Form 19); an updated Annual Roster; (4) all delinquent and current District dues; (5) all delinquent and current National dues; (6) a National Processing fee in the sum of \$1.00 per man in said delinquent Unit. The District Commander shall, within 5 business days of the receipt thereof, forward to the Adjutant General, SVR, said Reports, Rosters, National dues and Processing fees. Thereupon, Commanding Officer, SVR, by Special Order, may reinstate said Unit to active status
5. Officer's Commissions rendered void and so provided in Paragraph 3 hereinabove, may be reinstated upon the filing with the District Commander, a Request for Commission (SVR Form 1A), the payment of a \$3.00 Commission Fee and the payment of a \$2.00 National Processing Fee. The Commission Fee and the Processing Fee shall be made payable to "TAG-SVR." Upon receipt of the aforementioned Fees and approval of the

same by the District Commander, said District Commander shall, within 5 business days of the receipt thereof, forward to the Adjutant General, SVR, said Request for Commission together with the required Commission Fee and Processing Fee. Thereupon, the Commanding Officer, SVR, by Special Order, may reinstate said Officer's Commission.

6. Infantry Company rank distribution shall be dependant upon the number of men on the rolls. Infantry Companies shall be organized as follows

| <u>Unit Size</u> | <u>Rank</u> |
|------------------------|---|
| 6-10 enlisted men | 1 st Sergeant |
| 11 to 15 enlisted men | 1 st Sergeant, 2 Corporals |
| 16 to 20 enlisted men | 2 nd Lieutenant, 1 st Sergeant, 2 Corporals |
| 21- to 30 enlisted men | 1 st Lieutenant, 2 nd Lieutenant, 1 st Sergeant, Sergeant, 4 Corporals |
| 31-40 enlisted men | Captain, 2 nd Lieutenant, 1 st Sergeant, 2 Sergeants 4 Corporals |
| 41 and up enlisted men | Captain, 1 st Lieutenant, 2 nd Lieutenant, 1 st Sergeant, 4 Sergeants and 1 Corporal for every 8 enlisted men |

7. Navy Sailor Unit: As the rank structure within Naval Units differ greatly from that of Army the rank distribution for Naval units shall be as follows:

| <u>Unit Size</u> | <u>Rank</u> |
|------------------------|--|
| 6-10 enlisted men | Master-At-Arms (Leading Petty Officer (LPO)) |
| 11 to 15 enlisted men | Master-At-Arms (LPO), 1 Captain of the Forecastle, 1 Quarter-Gunner |
| 16 to 20 enlisted men | 1 Ensign, 1 Master-at-Arms (LPO), 1 Captain of the Forecastle, 1 Quarter-Gunner |
| 21 to 30 enlisted men | 1 Lieutenant, 1 Ensign, 1 Master-at-Arms (LPO), 1 Masters Mate (rated), 1 Captain of the Forecastle, 1 Quarter-Gunner, 1 Captain of the Tops, 1 Coxswain |
| 31 to 40 enlisted men | 1 Lieutenant, Ensign, 1 Master-At-Arms (LPO) 1 Master's Mate (rated)**, 1 Steward, 1 Quarter-Gunner, 1 Captain of the Tops, 1 Coxswain, 1 Armorer |
| 41 and up enlisted men | 1 Lieutenant, 1 Ensign, 1 Master's Mate (shipped)*, 1 Master-At-Arms (LPO), 1 Master's Mate (rated)**, 1 of the following ranks: Quarter-Gunner, Captain of the Forecastle, Captain of the Tops, Coxswain, Armorer, Captain of the Afterguard, and Captain of the Hold for every 8 enlisted men. |

In keeping with Naval Regulations of the time, recruits below the age of 14 can be recruited onboard a unit with the rank of "Boy." (Also known as a "Powder Monkey" for the job they did during battle) Until such time as they obtain age. Those recruited without "sea service" knowledge will be known as "Landsmen" through their first enlistment. After such time, they will be "Ordinary Seaman" unless promoted to "Seaman" by the unit Commander.

*A Master's Mate (shipped) is an officer rank, later to be known as a Warrant Officer

**A Master's Mate (rated) is an enlisted rank

8. Marine Corps Company Unit: The rank distribution for a Marine Corps Company unit shall be as follows:

| <u>Unit Size</u> | <u>Rank</u> |
|-------------------|---|
| 6 to 10 Marines | Orderly Sergeant |
| 11 to 15 Marines | Orderly Sergeant and 2 Corporals |
| 16 to 20 Marines | 2 nd Lieutenant, Orderly Sergeant, 2 Corporals |
| 21 to 30 Marines | 1 st Lieutenant of Marines, 2 nd Lieutenant of Marines, Orderly Sergeant, Sergeant, 4 Corporals |
| 31 to 40 Marines | Captain of Marines, 2 nd Lieutenant of Marines, Orderly Sergeant, 2 Sergeants, 4 Corporals |
| 41 Marines and up | Captain of Marines, 1 st Lieutenant of Marines, 2 nd Lieutenant of Marines, Orderly Sergeant, 4 Sergeants and 1 Corporal for every 8 enlisted Marines |

9. Minor deviation from the above minimums provided for in this Article shall be permissible with the approval of the District Commander. The Unit Commander shall be responsible for all administration and reporting aspects of his unit. There shall be discretion used when promoting individuals, keeping in mind that rank yields responsibility and every officer and NCO should have a specific function or duty within the Unit to warrant the rank. Units shall annually review and adjust their rank structure accordingly at the beginning of each new year in order to remain in general compliance with this Article.

10. Company grade officers and NCOs are strongly encouraged to study the revised U.S. Army Regulations of 1861 and 1863 and, in respect to the branch of the SVR they belong, one or more of the following books and /or instructions:

A. INFANTRY - School of the Soldier, Hardee's Tactics; Casey's Tactics and Coppee's Tactics.

- B. ARTILLERY – Field Artillery Tactics by Captain William H. French, Captain William F. Barry and Captain H.J. Hunt
- C. CAVALRY – Cavalry Tactics or Regulations for the Instruction, Formations and Movement of the Cavalry of the Army and Volunteers of the United States by Philip St. Geo. Cooke
- D. BAND/FIELD MUSIC – (RESERVED)

11. The Unit Commander shall be elected by a majority vote of the men in the unit. Unit Commanders shall be responsible to the next higher authority within the District.
12. In the event a unit ceases to exist, all properties and monies shall be turned over to the Military District Commander, or his duly authorized representative, to which the unit is attached. Said properties and monies then become the property of the Military District.

ARTICLE VI **Correlated Branches**

1. Organization and command structure of Troops of Cavalry and Batteries of Artillery shall coincide with Article V, Company Headquarters, of these Regulations. Said Units shall be officered with the minimum number of officer consistent with the number of enlisted men.
2. Field Music units or Military Bands may be organized on the same basis as the Company Unit.

ARTICLE VII **UNIFORM AND EQUIPMENT**

1. The uniform and equipment of the SVR shall be patterned from that of the U.S. Armed Forces uniforms 1861-1865. Material of the uniform shall be that of the branch of the Armed Forces for which the unit represents. The color and style of the uniform, trim, and accouterments shall conform to the REVISED U.S. Army Regulations of 1861 or 1863. Footwear and eyeglasses shall conform as close as possible to that of the Civil War era. Exceptions to the above shall include the following:
 - a. The metal or fabric SUV or SVR emblem and wreath, may be worn on appropriate headgear.
 - b. The SVR collar device along with the correct SUVCW medals may be worn on the uniforms.
 - c. The wearing of SUVCW and other medals shall not be inconsistent with that provided for within the Constitution and Regulations of the SUVCW
 - d. The SUVCW crest and SVR buttons may be used on the uniform.

2. SVR Infantry, cavalry and artillery weapons should be of the Civil War era and military design, and shall be appropriate for the branch of service and rank represented. Exceptions to the above shall include NCO and Officer swords that may be Sons of Veterans, Sons of Veteran reserve, Sons of Union Veterans, or Grand Army of the Republic.
3. Naval Units within the SVR shall conform to the Uniform for the U.S. Navy 1864.
4. Marine Corps units within the SVR shall conform to The Uniform and Dress of the United States Marine Corps – October 1859.

ARTICLE VIII **Artillery Regulations**

Rank distribution shall be in accordance with Article V, Section 6, of these Regulations with the following exceptions:

1. If the Unit's artillery pieces belong to individuals, one corporal will be assigned to each piece (Usually the owner of the piece).
2. Officers and sergeants may be assigned as Battery Commander and Section Leaders.
3. If an Artillery Unit has more than five (5) pieces, and a minimum manpower of 18, it may have a Captain as Battery Commander, 1st Lieutenant, 2nd Lieutenant and Sergeant as section leaders.
4. Safety Officers (which may be enlisted members) are encouraged with Batteries.

Article IX **Cavalry Regulations**

The organization and rank distribution shall be in accordance with Article V, Section 6 of these Regulations with the Following deviations:

1. To be considered a Cavalry Company, a minimum of six (6) troopers must be mounted.
2. Officers and NCOs may be assigned as Company Commander and Platoon Leaders.
3. If the Unit has a minimum manpower of 15, it may have a Captain as Company Commander and a 1st Sergeant. If the Unit has a minimum manpower of 18, a 2nd Lieutenant may be appointed as Company Adjutant.

4. Each Cavalry Company will have an appointed Safety Officer, which may be an enlisted trooper.

Article X

Awards, Decorations, Devices and Insignia

1. Provision is hereby authorized for a Sons of Veterans Reserve Membership Badge. The badge shall be the SVR logo made of bronze and suspended from a ribbon of red, white, and blue and equipped with a safety clasp. The Commanding Officer's badge will be dipped in gold and members of the General Staff dipped in silver. All SVR Members in good standing may purchase the badge through the SUVCW Quartermaster. The SVR badge shall be worn over the left breast of coats, jackets and vests worn as outer garments and shall be at the extreme left of the wearer's right of all SUVCW badges. The order of arrangement shall be consistent with Chapter V, Article 3 of the SUVCW Constitution and Regulations unless stipulated by these Regulations. The SVR metal cutout is still authorized for wear on the SUVCW badge. A miniature Sons of Veterans Reserve Membership badge is hereby authorized to be worn, however, only on civilian attire, and in conjunction with the miniature Sons of Union Veterans of the Civil War Membership badge. The miniature Sons of Veterans Reserve badge may not be worn with any full size badge.
2. Individuals who have served as Commanding Officer of the Sons of Veterans Reserve are entitled to wear a Sons of Veterans Reserve Past Commanding Officer's badge, which replaces the SVR Membership badge. This badge shall have the ribbon, one third blue, one third white and one third red with each section trimmed with gold color. The drop shall be the dark brass color SVR logo with a blue background surrounding the words "Sons of Veterans Reserve, S.U.V.C.W." In the center the letter S shall be white, the letter V shall be red, and the letter R shall be blue. The SVR logo shall be surrounded by a light brass color star-burst.
3. The Commanding Officer and General Staff's badges are the property of the SVR. Upon vacating their respective positions, the badges of their officers transferred to the incoming officers.
4. Authority to award personal and unit decorations within the SVR is vested with the Commanding Officer, SVR or his designee.

5. In order to recognize patriotic service, personal and unit achievements, and to promote *esprit de corps*, the following procedures are established regarding awards and decorations.
 - A. All decorations and badges described herein and those described in Chapter V, Article 3 of the SUVCW Constitution and Regulations may be worn on the SVR uniform. Other SVR decorations, ribbons, and badges previously awarded, remain authorized for continued wear.
 - B. Badges, emblems, insignia, ribbons, etc., given by an agency or organization other than the SUVCW or SVR as souvenirs, remain authorized for continued wear.
6. The following SVR personal and unit awards are hereby authorized:
 - A. Meritorious Service Medal: A silver star worn on the SVR membership badge may be awarded to those members who demonstrate outstanding meritorious service specifically on behalf of the SVR. It may also be awarded to those members who recruit a minimum of ten (10) new members into the SVR in a calendar year.
 - B. Distinguished Service Medal: A gold star worn on the SVR membership badge may be awarded to those members who demonstrate exceptional service of duty that reflects upon the accomplishments and prestige of the SUVCW and SVR on a national scale. Recognition shall be for extremely difficult duty, which clearly aids the SVR in furthering the SUVCW mission objectives.
 - C. SVR Unit Citation: This may be awarded to those units for being exceptionally meritorious in promoting the goals and objectives of the SVR and the SUVCW which clearly sets the unit above and apart from similar units. The SVR Unit Citation is a white oval shaped enamel badge bearing the SVR logo which is worn over the left breast of the wearer above other badges and medals being worn. Subsequent awards to the same unit will be awarded a bronze star for placement on the ribbon of the Sons of Veterans Reserve membership badge.
7. Nominations procedures for personal and unit awards are as follows:
 - A. Each Military District shall establish an Awards Board to review nominations for personal and unit awards.
 - B. Nominations shall be forwarded, in writing, to the respective District Awards Board giving a narrative justifying the member's/unit's achievements no later than 1 August of each year. Any SUVCW member having knowledge of an act of service meriting recognition may initiate a recommendation for an award.
 - C. All narratives submitted to the District Awards Board should be specific as to include dates, places and facts relating to achievement of service. The narrative must clearly

portray how the Unit's or individual's achievements meet or exceed the criteria set forth in paragraph 4.

D. District Awards Boards shall record all nominations within their district and submit their nominations to the Deputy Commander, SVR, no later than 1 September of each year.

E. The Deputy Commander, SVR, will convene the National Awards Board (comprised of the General Staff), review all nominations submitted, and select those most qualified to receive awards.

F. All awards will be presented by the Commanding Officer, SVR or his representative, at the annual Remembrance Day SVR breakfast in Gettysburg, Pennsylvania.

8. Letters of Appreciation and Commendation: The following awards may be awarded by District Commanders and Commanding Officers of SVR Units for those individuals that do not meet the criteria for the Meritorious Service Medal or the Distinguished Service Medal who promote the principles of the SUVCW and SVR and who demonstrate sustained superior performance in their duties:
 - A. Commanding Officers of SVR units: Letter of Appreciation.
 - B. District Commanders: District Commander Letter of Appreciation and Letter of Commendation.
 - C. Commanding Officer, SVR: Letter of Appreciation and Letter of Commendation.
9. A commissioned officer or enlisted SVR Member may request through his Commanding Officer to be discharged from the SVR after serving one (1) year at his current rank. Requests shall be made in writing through the Unit Commander to the District Commander of which his unit reports. The District Commander shall cause to be issued an Honorable Discharge certificate to the member.
10. A commissioned or enlisted SVR member may be retired at his request after an accredited service of ten (10) years of active service in the SVR. Requests shall be made (through channels) in writing to the Commanding Officer, SVR. The Commanding Officer, SVR shall cause to be issued a Certificate of Retirement in such cases.
11. Provision is hereby made for the SVR collar devices and SUVCW membership badge SVR devices.

12. Provision is hereby made for the following insignia: (new SVR logo):



Article XI Discipline

1. The offenses cognizable by the SVR shall be:

First -- Disloyalty to the United States of America, or any other violation of any pledge given at the time of election into the SUVCW, or violation of any obligation or order given at the time of becoming a member of the SVR or assuming any office in the SUVCW or SVR.

Second -- Disobedience of the Constitution, By-Laws, Rules, Regulations, Policies, SOP or other lawful orders of the SUVCW or SVR, emanating from proper authority.

Third -- Disobedience of any lawful order, emanating from proper authority in the SVR.

Fourth -- Conviction of the commission of a serious misdemeanor or any felony crime against the laws of the United States or any State or Commonwealth thereof.

Fifth -- Conduct unbecoming a member in his relation to the SUVCW and/or the SVR.

Sixth -- Conduct prejudicial to good order and discipline.

2. The penalties shall be either:

First Dishonorable discharge from the SVR.

Second Reduction in rank.

Third Degradation of honors.

Fourth Suspension from membership in the SVR for a specified period or indefinitely.

Fifth Verbal or written reprimand.

3. All accusations shall be made in the form of charges alleging a violation of one or more of the offenses as contained in Section 1 of this Article and specifications as to the specific acts that are alleged to constitute the violations.
4. When charges are made by a member, the charges and specifications shall be submitted in writing within sixty (60) days of the date of the offense, or within sixty (60) days of the time a reasonable person should have known of the offense, to the Commander of the District in which the alleged offense took place with a copy to
 - A. Judge Advocate General
 - B. Adjutant General
 - C. Deputy Commander
 - D. Chief of Staff
5. When charges are made by a member or members against a member or members of another Military District, the charges and specifications shall be submitted in writing to the District Commanders of both of the affected Military Districts with a copy to the chain of command identified in Section 4 of this Article.
6. All accusations must be made by one or more members against one or more members. Charges cannot be filed against a Military District, Battalion, Company or other military units.
7.
 - (a) When a complaint is received consisting of charges and specifications, the District Commander in which the alleged offense occurred, shall appoint a Hearing Council within thirty (30) days of receiving the complaint. Said Hearing Council shall consist of at least five (5) members and no more than nine (9) members who can fairly and justly hear the matter and issue a fair and just decision.
 - (b) If the District Commander so appointing cannot locate sufficient member brothers within his District, he may call upon the Judge Advocate General for assistance in identifying members for the Hearing Council.
 - (c) The District Commander so receiving the Complaint shall insure that the accused is provided a copy of the charges and specifications within ten (10) days of the date the complaint is received by the District Commander and these charges and specifications shall not be disclosed to anyone until the accused has been provided with a copy thereof.
 - (d) The District Commander shall provide the accused a written list of the persons appointed to the Hearing Council within five (5) days of their appointment.

- (e) The District Commander shall select the date on which the Hearing Council shall convene, which date shall be no later than thirty (30) days from the date the District Commander made the appointment of the Hearing Council.
8. (a) The party preferring charges and the accused may challenge for cause the membership of the hearing council and may request the Hearing Council to remove one or more members of the Hearing Council.
- (b) The challenge must be in writing and filed with the Council Chairman no later than ten (10) days from the date the accused received notice of the challenged members' appointment to the Council.
- (c) The party making the request must show actual bias and a likelihood that the Hearing Council member cannot fairly hear and decide the issues. A vote of the majority of the remaining members of the Hearing Council is necessary to remove a member from the Hearing Council.
- (d) If a member of the Hearing Council is removed or resigns, then the District Commander shall select another member of the SVR to replace the removed/resigned member. After resolution of the composition of the Hearing Council, the Hearing Council shall proceed within ten (10) days their hearing or hearings.
9. Upon convening of the Hearing Council, the Hearing Council shall immediately elect a chairman. If the Hearing Council fails to elect a chairman within twenty-four (24) hours of convening then the District Commander shall appoint the chairman from among the Hearing Council members. The Hearing Council shall then proceed and shall give at least ten (10) days notice to the party preferring the charges and to the accused by certified mail, and shall state in such notice the time and place for the hearing. The Hearing Council shall have the power to postpone or continue the hearing, subpoena witnesses and shall impartially ascertain all the facts relative to the issue. A party to the issues may submit his evidence and argument by written statement, rather than personally attend a hearing.
10. The Commanding Officer, SVR, shall be tried for alleged offenses only on the request of three members of the National Military Affairs Committee and on such request; the Hearing Council shall consist of the appointed members of the National Military Affairs Committee, convened by its Chairman.
11. (a) The Hearing Council shall conduct the hearing in an informal manner so as to do substantial justice between the parties, according to the rules of substantive law. The Hearing Council shall not be bound by the statutory provisions or legal rules of practice, procedure, pleading, or evidence, except provisions relating to privileged communications.

- (b) The sole object of the hearing is to dispense expeditious justice between the parties. The Hearing Council shall conduct the hearing in conformance to the Constitution, Regulations, policy and any orders as may be issued by the Commander-in-Chief, SUVCW or the Commanding Officer, SVR or other competent authority.
 - (c) In the absence of the accused, after due notice of the time and place of hearing has been given him, Hearing Council may proceed in all respects as if he were present and had pled not guilty.
- 12.
- (a) All members of the SVR when summoned, shall attend as witnesses before any Hearing Council and their testimony shall be taken on their honor as brothers. Their testimony may be provided by written deposition if the brother lives over 100 miles from the site of the hearing or the brother is otherwise unable to attend in person.
 - (b) The evidence of persons not members of the SVR shall be taken under oath or affirmation. Their testimony may be secured by written deposition, submitted under oath or affirmation and certified by a notary public (or other like official) if the individual lives over 100 miles from the site of the hearing or the individual is otherwise unable to attend in person.
 - (c) The Hearing Council need not make a transcript of the proceedings, provided a clear audio record of the proceedings is made. Any party submitting exhibits or affidavits to the Hearing Council shall also provide exact copies of the same to the opposing party.
 - (d) The Hearing Council shall then make specific findings of fact and issue their decision as either guilty or not guilty as to each specification, 2/3's affirmative vote necessary to convict.
 - (e) If a guilty verdict is determined, the Hearing Council shall then determine an appropriate penalty as to the matter.
13. No sentence of dishonorable discharge from the SVR shall become effective, until the whole proceedings shall have been forwarded to the Commanding Officer, SVR, with the recommendation of the District Commander attached, for his confirmation or disapproval. This section is not applicable when the Hearing Council is convened by order of the Commanding Officer, SVR.
- 14.
- (a) When charges are preferred against any member holding office, the Commanding Officer, or the District Commander, in his respective jurisdiction, may suspend the accused from office. During the suspension of an elected or appointed District or National officer, their place shall be filled temporarily by the next officer in rank.
 - (b) During the suspension of an appointed officer, the authority making the original appointment shall appoint someone within thirty (30) days to fill the office during the suspension.

- (c) If the accused is a District Commander, then only the Commanding Officer, SVR, may suspend the accused from office. When the accused is the Commanding Officer, SVR, an affirmative with two-thirds (2/3) vote of the National Military Affairs Committee to suspend with approval of the Commander-in-Chief, SUVCW is required.
15. In case the accused is charged with an offense under Section 1, paragraph four, of this Article, the record of his conviction by a court of competent jurisdiction shall be prima facie evidence of his guilt of the offense of which he is charged.
16. (a) The Commander-in-Chief may take summary discipline action by completing and filing with the National Military Affairs Committee, (copy to the Council of Administration) a Complaint with charges and specifications per this Article. A majority vote of the NMAC is required to support the charges and specifications and authorize the Commander-in-Chief to proceed, The Commander-in-Chief abstaining from participating in such vote and the Commander, SVR may only vote to break a tie.
- (b) Such presentation and vote may be taken by electronic means of communication. Such summary discipline may only suspend a member from his status as a member in good standing and/or such summary discipline may temporarily suspend an officer of their duties.
- (c) The Commander, SVR then appoints a hearing council as per this Article. The matter shall proceed as per this article, however, a majority vote of the NMAC replacing the Commander-in-Chief in affirming any decision involving dishonorable discharge from the SVR.
- (d) If the discipline sought includes removal of an Officer of the General Staff from office, two-thirds affirmative vote is required; the Commander-in-Chief abstaining from voting and the Commander, SVR only voting to break a tie.
- (f) The accused shall not be present in the NMAC meeting room when the vote is taken. Such vote to be by secret ballot and the ballots to be destroyed upon the announcement of the vote. There shall be at least three tellers.
- (g) Upon removal of an Officer of the General Staff, the Commander, SVR, may then make a provisional appointment to fill vacancy until the next NMAC meeting.
- (h) Appeals shall be to the National Council of Administration to the next National Encampment, unless the brother was removed from membership in the Order, in which case, the brother removed must file notice of appeal within thirty (30) days from the effective date of the order removing him from membership. Nothing herein shall prevent a brother still in good standing, who has been removed from Office, from being nominated and elected to the office he was removed from.

17. An appeal may be taken from the action of a Hearing Council as appointed by a District Commander to the Commanding Officer, SVR. Such appeal shall detail the reasons for the appeal and contain appropriate argument as to why the appeal should be granted. Such appeal must be filed within thirty (30) days of the issuance of the final sentence.
18. Upon an appeal, all records and exhibits shall be transmitted by the party appealing to the authority receiving the appeal. The chairman of the Hearing Council shall forward the audio-tape of the proceeding to the authority receiving the appeal.
19.
 - (a) Whenever a District Commander or the Commanding Officer shall receive an appeal, they shall appoint within thirty (30) days of receipt of the appeal request a three-member appeals panel.
 - (b) Such appeals panel shall consist of members of the SVR and shall, so far as practicable, not be acquainted with the individuals involved or as to the factual matters in dispute. Should it not be possible to reasonably find members of the SVR who are not acquainted with the individuals or the factual matters, then the appeals panel shall be selected from those members of this Order who can fairly and justly hear this appeal and issue a fair and just decision.
20.
 - (a) The appeals panel shall convene within ten (10) days of appointment and shall immediately notify the opposite party on appeal, that he is entitled to file a written objection to the appeal, accompanied by written argument.
 - (b) Any objection must be filed with the appeals panel within fifteen (15) days of receiving notice of the right to object. The appeals panel may, but shall not be required to, hold a hearing where the parties may appear to present further oral arguments.
21.
 - (a) The appeals panel shall then render their decision within thirty (30) days from the last date available for filing an objection.
 - (b) No sentence of dishonorable discharge from the SVR shall become effective, until the whole appeal shall have been forwarded to the Commanding Officer, SVR, for his confirmation or disapproval and the Commanding Officer, SVR, decision announced.
22. The decision of an appeals panel appointed by the Commanding Officer, SVR, upon the conclusion of the process as outlined in Section 21, is final and no further right of appeal exists.

Article XII
General Provisions

1. It shall be the policy of the SVR to strive, where possible, for a minimum amount of red tape and regulations. Military regulations as may be deemed to be absolutely necessary for the efficient operation of the SVR, shall be established by the Commanding Officer, SVR and shall not be in conflict with the Constitution and Regulations of the SUVCW. While it shall not be the policy to demand drastic or unreasonable requirements which may become burdensome to individual SVR members or units, adherence to these Regulations shall be expected.
2. All senior grade commissions (Major, Lieutenant Colonel and Colonel) shall be subject to approval of the NMAC.
3. All SVR members shall belong to and maintain their membership in the SUVCW. If a SVR member lets his SUVCW membership expire, he shall be automatically suspended from the SVR until he again becomes a member of the SUVCW.
4. These Regulations supersedes all previous SOPs and Regulations. Copies of these Regulations may be obtained through the office of the SVR Chief of Staff. Permission is hereby granted to copy these Regulations.

Article XIII
Regulation Approvals

The foregoing Regulations for the National Military Department, Sons of Veterans Reserve was approved 09 August 2008 by the 127th National Encampment of the Sons of Union Veterans of the Civil War and amended 14 August 2010 by the 129th National Encampment of the Sons of Union Veterans of the Civil War, and amended 13 August 2011 by the 130th National Encampment of the Sons of Union Veterans of the Civil War