

**Marshal in Charge Gulf Wars SOP**  
original by Duke Bryce MacLaren, 4/27/23  
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Gulf Wars MiC responsibilities will rotate between the charter Kingdoms, here is the current proposed rotation. Crowns and special circumstances may change this:

2024– Ansteorra

2025– Trimaris

2026– Gleann Abhann

2027– Meridies

**War prior to your MiC responsibility:**

1) If you are the KEM responsible for the year, decide if you want to run it or ask someone else to run it. They may be from any Kingdom if necessary. I recommend a different person to run it if possible due to the fact that KEM's are already in the chain of command and it muddles things if you are in the chain twice. It usually is not an issue but could be a potential conflict. 2) Chain of Command –

- the Board of Directors
- the Society Marshal
- the Society Deputy for the discipline
- the Kingdom Earl Marshal\*\*\* (For GW it is the GA KEM)
- the Kingdom Deputy for the discipline (GA Kingdom Deputy)
- the Principality Earl Marshal (if position exists)\*\*\*
- the Principality Deputy for the discipline (if position exists)
- the marshal-in-charge of the event\*\*\*
- the marshal-in-charge of the discipline for the event (if position exists) (If in a discipline you are not a senior marshal in)
- the marshal-in-charge of the activity for the day or scenero
- a warranted marshal on the field

3) Next Year's MiC (if known) SHOULD spend a little time at inspection point meeting the current MiC and their staff. Get a feel for how inspections flow, volunteers are managed, battles prepped for, crowd control, etc. One day should suffice.

**April - 11 months till next war**

- 1) Ask for individuals that would like to run your departments for next year. Having a back-up is not a bad idea in case life happens
- 2) Your departments are Armored Combat, Combat Archery, Rapier Combat, Youth Combat, Equestrian, War Herald, Fighter Support, Siege Weapons, Live Weapons
- 3) Live Weapons, Equestrian, War Herald are somewhat self-managing. Check in with them to see what they need but they usually do their own thing.
- 4) Fighter support is a big job! This needs a large household or kingdom order to supply the folks that supply water to ALL activities. 8-10 folks is a good number of staff for this department.
- 5) Rapier MiC might be from another kingdom if necessary. Rapier combat runs their own show

mostly but will require logistics support and schedule adjustments.

- 6) Combat archery and youth combat are a little autonomous but keep them in the schedule loop.

#### **June - 8 months till next war**

- 1) Start asking for a preliminary schedule from the autocrat. Crowns ultimately decide this but try to have input. 2 activities per day per department is a good number to shoot for. Try not to lump 3 battles in one day since a rainy day can cancel a good part of your war.
- 2) Get a start on writing the armored/rapier scenarios for the war. You may want to use the default scenarios. Just watch your choke points and populace control if you modify the basic scenarios. 3) Remind your department volunteers that war is coming.

#### **August – 6 months till next war**

- 1) Start pre-asking for help from your Kingdom marshalate. Use the year to year team that supports Marshal's point, they are invaluable due to institutional memory.
- 2) Inspection point – 2 shifts of 3 marshals each day
- 3) Battles – 4-5 marshals with goggles, headgear (if seige/CA)
- 4) Daily next day setup crew 3-4, to move netting, barriers, inspection points, collect lost arrows and weapons 4-5 pm is a good time for this in general since its after inspection point closes 5) Early inspection point and storage transport setup. About 3-4 folks on Sunday at the beginning of war week. Armored / CA sets up Marshals point at Main Battle field and at Ravine. Rapier sets up field poles, flags and Ropes for the main battle field. Thrown Weapons / Archery / Equestrian set up their areas.
- 6) Inspection point and storage transport tear down. End of War inventory needs to be taken and documented for next year. About 3-4 folks Saturday end of war week about 2 pm. More hands is better.
- 7) Fighter support, other department's bodies – talk to department heads and make sure they have enough volunteers
- 8) Pre-reserve for war, make sure you are on all the FB groups/messenger/email you need to be

#### **November – 3 months till next war**

- 1) Google sign up sheets for shifts of volunteers, this will help confirm somebody might show up to help at certain times, make sure to tell them to sign in for their volunteer points and possible prizes
- 2) Check with the autocrat on budget, you might get funds to order supplies from the exchequer. Check the inventory sheet from last year. This should give you an idea of what you need to buy. **Keep Receipts!**
- 3) Order stickers – 2,000 inspection stickers .25 inch X 1.25 inch, 2,000 side stickers each. See attachment for ordering information. These are ordered from [uprinting.com](http://uprinting.com). These should be ordered as we have spent 10 years finding the right sticker that lasts and is easy to remove. There is no year on these so we have no waste. Account password will be passed on from last year's MIC. Do not send stickers out prior to the event. If in-camp inspections are allowed, the KEM's must come to Marshal's Point to retrieve them.
- 4) Buy a couple boxes of fine sharpies, one box of regular pens
- 5) Order Ground marking paint for ant hills or objectives
- 6) Coordinate with other charter kingdoms KEM's with confirmation of the days they are Marshals for the Day,
- 7) Check with Marshal Liason on needs for authorization point.
- 8) If you have a total of the costs, you can get a check from the war exchequer to buy supplies, otherwise keep receipts and get reimbursed later
- 9) Check with social media and make sure they announce **inspections will require site token,**

**proof of authorization, and a photo ID. Make sure this gets to the Site Book.** Alternatively there will be in-camp inspections.

10) Make sure scenarios are acceptable by Crowns/KEM's and the schedule is mostly firm. Check if there are any weird weapons restrictions or combat conventions that need to be announced.

**No thrusting to the sides of helmets!**

#### **February – 1 month till next war**

- 1) Reconfirm with volunteers and replace those that have to back out (RL happens)
- 2) Print current SCA Armored Combat, Rapier, and Equestrian rules from corp site and keep at Marshalls Point.
- 3) Print Society Injury Report Forms, consider using a scribe system for injury documentation.
- 4) **All transportable injuries have to be reported to the Society Deputy for the discipline where the injury occurred and the Society Marshal within 24 hours of occurrence!**
- 5) Print scenarios and war point schedule
- 6) Buy a journal for day to day record keeping
- 7) Buying 3 cheap marker boards with dry erase pens for daily inspection point messages is not a bad idea. (Marshal's Point / Rapier Area / Equestrian Area }

#### **War Week!**

*(I am basing some activities on a standard Gulf Wars schedule. The schedule may be switched around due to the whims of current Crowns. Adjust as necessary.)*

#### **Friday-Saturday**

- 1) Arrive and set-up your camp.
- 2) **Get a cart** from The Watch, keep the key on you at all times. You are responsible for anyone using the MIC cart.
- 3) Get volunteer points folder from volunteer point
- 4) **Check out a radio or two.** On regular war days you will check out three. 1 for you, 1 for inspection point, 1 for Marshal of the Day. Turn them in at 5ish everyday for recharging. 5) If you need cart gas or cart servicing, that happens 5-6pm everyday.
- 6) Check with inventory and see what times the trailers will be open at archery point (should be posted on a FB group or something)
- 7) Saturday – check out Marshal supplies and transport to inspection point ( need a few folks to help with this, a truck will get it all in one trip if you have one)

#### **Sunday**

- 1) Finish with inspection point set-up. You'll need three tables and 6 chairs from storage at Bede Hall. Set up ground markers to measure 7.5' glaives and 9' spears. Use ropes to limit access to entrance and exit. Label Entrance and Exit with marker boards. On marker boards, state **inspections require site token, authorization paperwork, and a photo ID.** See attached diagram.
- 2) Check with CA and Rapier for table and chair needs. Usually 2 tables and a few chairs for CA, 2-3 tables and 10-20 chairs for rapier
- 3) CA inspections start today so check to make sure they are set-up first.
- 4) Identify and mark big holes in Champions Field, bridge area, and Field Battle area. Contact facilities for hole filling and treating fire ant mounds.
- 5) Early bird heavy inspections can be available this day as well but it won't be a lot. Have some stickers and marshals available.
- 6) Rapier will set up 2 Champions Field access points for carts/ambulances (10 ft wide per Mississippi Law). Usually there is one on the North side of the field where the road comes in pat

the Middle Kingdom camping area and one next to Marshal's Point. Make sure barriers in front of royal pavilions are easy to drop. A couple of posts on either side of the opening with yellow rope should identify the access and keep folks from dumping armor carts there.

- 7) Check with CA if they have their Ravine battle tomorrow. They will need some tables and chairs setup at the Ravine inspection site.
- 8) When the inspection point is closed at 4pm, stickers should be taken back to camp.
- 9) Turn in radios for recharge, volunteer points sheet
- 10) Make sure any setup for the next day's battles are handled by the Kingdom responsible for the battles.

### **Daily**

- 1) Get radios and a cart. Open inspection point by 8:30
- 2) Support as needed for scheduled battles.
- 3) Highly suggested a quick Marshal's meeting at the end of each fighting day to discuss how the day went.
- 4) Close inspections at 4pm.
- 5) Turn in Radios and Cart
- 6) Turn in the Volunteer sheet for the day.

### **Saturday**

- 1) Armor inspection open at 9am, get radios and cart
- 2) Start inspection point break down after battle starts
- 3) Do end of war inventory.
- 4) Break down tables and chairs and return to Bede Hall area
- 5) Load equipment for storage and turn in to inventory trailers around 2pm (check for official inventory open hours)
- 6) Turn in cart and radios, volunteer folder

### **After War**

- 1) Write up event report for autocrat – **Positives – Negatives - Needs**
- 2) ASAP File War Report with GA KEM and Copy Society Marshal.

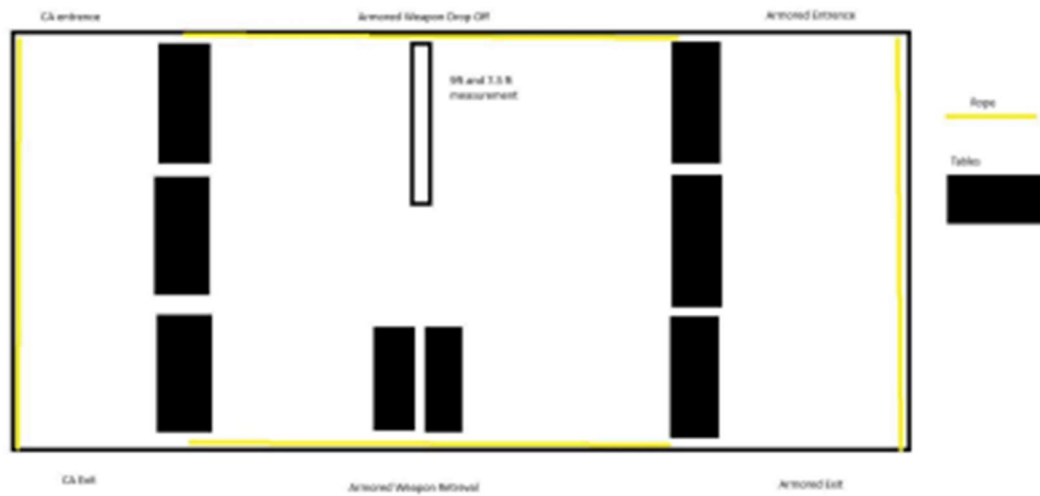
### **Marshal of the Day Responsibilities**

- 1) Sign up about 15 folks from your kingdom to help with the day, let them know to get their volunteer points
- 2) Meet with MiC the day before your day about 4-5pm to go over set-up
- 3) Meet at inspection point the day of at 8:30am with 3 marshals and 3-4 set-up crew for your battles
- 4) Set-up battle can also be done the evening before.
- 5) 3-4 field marshal/fighters from your kingdom to help with battles arrive 30 mins before battle starts
- 6) 3 inspection point marshals to replace original morning marshals at noon

- 7) assist MiC with injury and incident recording
- 8) 3-4 tear down crew after battle and to assist the staging of the next days battles

### Marshal's Point Setup Diagram

#### Road Side



#### Field Side