

## Standard Operating Procedure

### Signal Certification

Each candidate must carefully consider the ramifications of becoming associated with the Signal Service. There may be times during an event that demands of performing duties as a signalist will prevent participation in other activities such as infantry, artillery, and/or cavalry. Once you have reached the inescapable conclusion that the glory and intangible rewards of becoming a member of the Signal Service far outweighs the activity associated with other units, you are well on your way to certification.

To begin the certification process, present yourself in a military manner before your Chief of Staff. Request you be allowed to pursue a training course leading to a certification in signaling. If your CS grants your request, present yourself to the Chief Signal Office (CSO). Request you be granted the privilege of completing the requirements to gain ICWV certification as a Signalist. You may seek certification in one or all three of the following areas:

- Visual Signals
- Telegraph
- Intelligence/Secrete Service

The CSO will use the following guidelines when considering your request:

- You must be in good standing in the ICWV
- You must have your CS's approval
- You must exhibit the qualities of someone with good character (most of the time)
- You must be able to read, and write.

After you meet all the above qualifications and after due consideration, your humble request will be either granted or denied by the CSO. The weighty decision by the CSO is final.

If you are fortunate enough to be approved, the CSO will initiate a candidate training record. Inscribed in the record will be a plan that will lead you to ICWV Signal Certification. Included will be provisions to record any training you receive with the ICWV.

Once your training record is initiated, you may proceed with the certification process. Candidates may complete the elements in any order. As each element of the certification process is completed, present yourself before the CSO. The CSO will review the completed topic with you to ensure you have grasped the basic ideas. He will then certify element completion in your training record.

After all the required elements for the area you are working on are completed, you will be awarded a coveted certificate (suitable for framing) indicating completion of your certification program. You will then be recognized appropriately in front of the entire ICWV for what are surely to be your superior accomplishments.

## **VISUAL SIGNALS CERTIFICATION REQUIREMENTS**

The following are the requirements for ICWV certification in VISUAL SIGNALS

Certification overview:

- a. Flags
- b. Torches
- c. Homographic
- d. Lanterns/Lights
- e. Scribe
- f. Party Chief (Signal Officer-Party Leader)

Specific Certification requirements:

1. Receive a course of instruction related to visual signals approved by the CSO. This could be in the form of a Camp of Instruction, a School of the Soldier, or a multi session discourse with a seasoned signal veteran.
2. The candidate must read the Signal corps Reenactor's Service Manual.
3. Take a written test on the following topics:
  - a. History of visual signals
  - b. Construction of visual signal devices
  - c. Cryptology
  - d. Safety
4. Show proficiency on a practical exam by transmitting and receiving a signal to and from a distant station using the General Service Code using at least two of the four listed signal devices.
5. Perform demonstration station set-up for various devices used in visual signals.

## **TELEGRAPH CERTIFICATION REQUIREMENTS**

The following are the required elements for ICWV certification in TELEGRAPH:

Certification Overview

- a) Key (Sending and Receiving Messages)
- b) Cipher (Cipher/Decipher-Encryption/Decryption- Methods and in Practice)
- c) Wire- Lineman-Set-up- different methods (common ground, etc) and in Practice)
- d) Morse Operator (American/International)

Specific Certification Requirements:

1. Receive a course of instruction related to the telegraph approved by the CSO. This could be in the form of a Camp of Instruction, a Signal School of the Soldier, or a multi session discourse with a seasoned signal veteran.

2. The candidate must read the Signal Corps Reenactor's Service Manual and the ICWV's Telegraph Best Practices Manual.
3. Take a written test on the following topics:
  - a. History of the telegraph
  - b. Telegraph theory of operation (19<sup>th</sup> century)
  - c. Construction of telegraph demonstration system
  - d. Cryptology
  - e. Safety
4. Show proficiency on a practical exam by transmitting and receiving a short message using either the Morse or Continental Code.
5. Perform demonstration station set-up for a regular wire system and for the ICWV wireless telegraph system.

## **INTELLIGENCE / SECRET SERVICE CERTIFICATION REQUIREMENTS**

The following are the required elements for ICWV certification in INTELLIGENCE / SECRET SERVICE:

### Certification Overview

- a) Mapping- Map Making
- b) Intelligence- Information gathering- Scouting- Recon
- c) Spy- Historical Overview- enemy infiltration

### Specific Certification Requirements:

1. Receive a course of instruction related to Intelligence and the Secret Service approved by the CSO. This could be in the form of a Camp of Instruction, a School of the Soldier, or a multi session discourse with a seasoned signal veteran.
2. The candidate must read the Signal Corps Reenactor's Service Manual.
3. Take a written test on the following topics:
  - a. History of Civil War era spy's, intelligence gathering, and the Secret Service
  - b. Cryptology
  - c. Map making and navigation
4. Show proficiency on a practical exam by:
  - a. Making a map of the local area
  - b. Send and receive written correspondence encoded and decoded with an appropriate code.
5. Perform a demonstration of techniques used in intelligence gathering, interviewing, and stealth operations. Demonstrate examples of:
  - a. Sabotage
  - b. Subversion