



MAINE STATE POLICE GENERAL ORDER

E-102

SUBJECT: MAINE STATE POLICE PIPE & DRUM UNIT

EFFECTIVE DATE: 08.01.2020

EXPIRATION DATE: 08.01.2027

RECENT HISTORY: AMENDED (08.01.2020); AMENDED (01.29.2016); NEW (12.12.2011)

DISTRIBUTION CODE: 2 (MAY BE PUBLICLY DISCLOSED)

APPLICABILITY CODE: C, S

SIGNATURE OF COLONEL:

A handwritten signature in black ink, appearing to read "W. B. R.", is written over a light blue rectangular background.

I. PURPOSE

1. The purpose of this General Order is to establish the Maine State Police Pipe and Drum Unit, outline the member selection process, and establish practice and performance parameters.

II. POLICY

1. The policy of the Maine State Police is to establish, maintain and support a competently trained Pipe and Drum Unit to represent the Maine State Police and all other law enforcement personnel at appropriate venues celebrating the profession of law enforcement, including, but not limited to, graduation ceremonies, memorial services, and appropriately approved parades and civic events.

- *NOTE: Participation on a Maine State Police specialty team is contingent upon team members' satisfactory performance in their primary duty assignment. Participation on a specialty team is a privilege, not a right, and by accepting an assignment to a specialty team, a member of the bureau waives any and all future claim of right to any benefit conferred upon the member by virtue of his or her participation on the team.*

III. DEFINITIONS

1. For the purposes of this General Order, the terms included in this section are defined as follows, unless otherwise indicated in the order.
 - A. Administrator. "Administrator" means the member of the Unit whose primary responsibilities include administrative duties, procurement of all State issued equipment and the communication and the coordination with the Special Services Lieutenant regarding practice and performance scheduling and execution.
 - B. Drummer. "Drummer" means a sworn or retired member of the Maine State Police whose primary instrument is the bass drum, tenor drum, or snare drum.
 1. *Exception: A civilian member of the Unit who is a member of the Unit on the effective date of this policy may be a drummer.*
 - C. Drum Sergeant. "Drum Sergeant" means the member of the Unit responsible for instruction and development of drummers. Coordinate with the Pipe Major and Administrator to integrate new musicians into the band setting.
 - D. Level I detail. "Level I detail" means an event at which all active and available members of the Unit are expected to participate (for example, a line of duty death funeral detail).
 - E. Level II detail. "Level II detail" means an event at which the Administrator, in consultation with the Pipe Major and Drum Sergeant, determines the appropriate complement of members of the Unit.
 - F. Pipe Major. "Pipe Major" means the musical director of the Unit responsible for the instruction and development of pipers. Coordinate with the Drum Sergeant and Administrator to integrate new musicians into the band setting. With input from the Drum Sergeant and Administrator, determine the musical repertoire for the Unit.
 - G. Piper. "Piper" means a sworn or retired member of the Maine State Police whose primary instrument is the Great Highland Bagpipe.

1. *Exception: A civilian member of the Unit who is a member of the Unit on the effective date of this policy may be a piper.*

H. Unit. "Unit" means the Maine State Police Pipe & Drum Unit.

IV. PROCEDURE

1. UNIT STRUCTURE

- A. The Colonel of the Maine State Police shall designate a Pipe and Drum Unit Administrator. The Administrator is responsible for all administrative and operational needs of the Unit.
- B. The Unit shall be comprised of a sufficient number of pipers and drummers as determined by the Colonel to meet operational needs.

2. UNIT MEMBERSHIP

- A. When a vacancy on the Unit exists, the Special Services Lieutenant, or his or her designee, shall notify all sworn Maine State Police officers of the opening.
 1. An officer interested in joining the Unit shall forward a written request through the officer's commanding officer to the Special Services Lieutenant, or his or her designee. The officer's commanding officer shall forward with the written request a recommendation and copies of the officer's performance evaluations for the most recent rating period.
 2. Consideration in the final selection to the Unit shall be based on:
 - a. A candidate's time in service and/or related experience;
 - a. A candidate must have completed one year of service from graduation of the Recruit Training Troop. Exceptions will be handled on a case-by-case basis for new members that were certified as a law enforcement officer and were, or are currently certified in, or assigned to a related law enforcement specialty;
 - b. Having met or exceeded expectations on the most recent performance evaluation;
 - c. Successful completion of an oral board;

(1) Oral board members shall include the Special Services Lieutenant, the Pipe Major, Drum Sergeant, and Administrator;

- d. The recommendation of the commanding officer of a candidate;
- e. The geographic location of the candidate's residence;
- f. The operational needs of the Maine State Police; and
- g. The approval of the Special Services Major.

3. UNIT MEMBER RETENTION REQUIREMENTS

A. A Pipe and Drum Unit member is required to exhibit and maintain the following:

- 1. Ability to maintain a professional appearance in uniform and demeanor at all Unit assignments;
- 2. Ability to work cooperatively in a band environment;
- 3. Musical proficiency with a member's chosen instrument to the satisfaction of the Pipe Major, Drum Sergeant, and Administrator.

a. Proficiency applies to practice instruments as well.

B. Unit members shall attend all required training sessions and approved performances unless specifically excused by the Administrator, Pipe Major, and Drum Sergeant.

C. The Special Services Lieutenant, upon recommendation of the Administrator, may remove a member of the Unit when the member fails to meet the requirements under subsection A, or for any reason that renders the member incapable of performing Unit functions to the satisfaction of the Administrator, under advisement of the Pipe Major and Drum Sergeant. Members must always be aware of the high profile visibility that the Unit brings to the Maine State Police and recognize that repeated unavailability for performances has a detrimental effect on the overall competency and ability of the Unit to function cohesively.

4. UNIT EQUIPMENT

A. Pipers

- 1. Minimum practice equipment will be determined by the Pipe Major. A minimum list will include a practice chanter and required introductory instruction manual to be provided by the Maine State Police.
- 2. Pipers must provide their own set of Highland Bagpipes.

B. Drummers

1. Minimum practice equipment will be determined by the Drum Sergeant. A minimum list will include drum sticks for the respective chosen discipline, practice pad, and introductory instruction manual.
2. The Maine State Police shall provide practice equipment as well as the bass drum and the amount of tenor and snare instruments determined to be needed to fulfill the mission of the Unit.

C. The Maine State Police shall provide the following uniform equipment for a Level I event:

1. Kilt;
 - a. The tartan worn by the Unit will be the State of Maine Tartan;
2. Fly plaid;
 - a. State of Maine tartan to be pinned with Maine State Police badge;
3. Tunic;
 - a. The tunic shall be a modified Maine State Police dress blouse with Pipe and Drum Unit patch designation;
4. Headwear:
 - a. The headwear will be the Glengarry style with Maine State Police badge in place of traditional clan crest;
5. Belt;
 - a. Traditional 2" leather kilt belt;
6. Sporran with sporran strap;
 - a. Military style horsehair with kilt chain;
7. Hose and flashes;
 - a. Lovat blue hose to be adorned with red flashes;

8. Spats;
 - a. White military style
 9. Footwear;
 - a. To be provided by the member with approval of the Administrator, Pipe Major, and Drum Sergeant.
- D. The Maine State Police shall provide the following equipment for a Level II event:
1. All uniform equipment for a Level I event shall be worn with exception of substituting a Class C short sleeve shirt with Pipe and Drum Unit patch designation in lieu of the tunic and fly plaid.
- E. All equipment shall be maintained in clean, serviceable condition. Any problem with issued equipment must be promptly reported to the Administrator.

5. UNIT TRAINING

- A. A Unit member shall receive initial training as directed by the Administrator and the Pipe Major if the member is a piper, or the Drum Sergeant if the member is a drummer.
- B. The Administrator, in consultation with the Pipe Major and Drum Sergeant, shall determine the scope and course content of training.
- C. Unit members shall attend all required training sessions and approved performances unless specifically excused by the Administrator, Pipe Major, and Drum Sergeant.
- D. Required annual training shall consist of a minimum of four (4) hours of full Unit membership participation every three (3) weeks. A Unit member must understand and agree that the minimum required hours are allotted for full band rehearsal time under direction of the Administrator, the Pipe Major, and the Drum Sergeant, and that proficiency in each respective discipline can be neither achieved nor maintained without additional practice time to be determined by the Unit member based on evaluation of proficiency and subsequent advisement by the Pipe Major or Drum Sergeant.
- E. A Unit member will not be elevated to a performing level until proficiency in that member's respective instrument is achieved, as determined by the Administrator, Pipe Major, and Drum Sergeant.
- F. A member who has performed to the satisfaction of the Administrator, the Pipe Major, and the Drum Sergeant at an approved performance shall be authorized to wear the Pipe and

Drum Unit designation insignia on the uniform of the day in accordance with Maine State Police General Order E-28.

6. INJURIES TO UNIT MEMBERS

- A. With respect to injuries to or medical work restrictions placed on a Unit member, the Unit and Unit member shall act in accordance with MSP GO E-108.

7. UNIT PERFORMANCE ASSIGNMENT PROTOCOLS AND PROCEDURE

A. Criteria:

1. Requests for the performance by the Pipe and Drum Unit shall be forwarded to the Administrator for consideration.
2. The Administrator, after consultation with the Pipe Major and Drum Sergeant, will determine which level of commitment of personnel is appropriate (Level I or Level II).
3. Requests will then be forwarded to the Special Services Lieutenant for consideration of whether or not event participation will be in accordance with the mission of the Pipe and Drum Unit. A determination of adequate staffing for approved events will be made with the approval of the Special Services Lieutenant.

NOTICE

THIS GENERAL ORDER IS FOR USE OF THE MAINE STATE POLICE AND NOT FOR ANY OTHER AGENCY. THE GENERAL ORDER IS NOT INTENDED TO BE RELIED UPON BY ANY OTHER INDIVIDUAL OR PRIVATE OR PUBLIC AGENCY. THE GENERAL ORDER EXPRESSLY DOES NOT CREATE, AND IS NOT INTENDED TO CREATE, A HIGHER LEGAL STANDARD OF SAFETY OR CARE IN AN EVIDENTIARY SENSE WITH RESPECT TO THIRD-PARTY CLAIMS. VIOLATIONS OF THIS ORDER ONLY MAY FORM THE BASIS FOR ADMINISTRATIVE SANCTIONS BY THE MAINE STATE POLICE.