

**CTMD Regulation 600  
General Order 2010-2**

**Personnel – General**

# **State Military Duty**

**Office of the Adjutant General  
Connecticut Military Department  
Hartford, Connecticut  
1 October 2010**

**UNCLASSIFIED**

## PERSONNEL – GENERAL

### STATE MILITARY DUTY

**Purpose.** This regulation establishes standards, policies, and procedures for the management of the Armed Forces of the State of Connecticut in the functional areas of:

- (1) Personnel Management.
- (2) Appointment to the Armed Forces of the State.
- (3) Officer Commissioning.
- (4) Personnel (Enlisted and Officer) Separations.
- (5) Production of Orders for State Active Duty (Paid and Voluntary).

**Supplementation.** Local supplementation of this regulation is not authorized unless approved by the Adjutant General, Connecticut Military Department (CTMD). Unit and command memorandums, pamphlets, Standard Operating Procedures (SOPs), guides, regulations, etc. may not alter the policies established by this regulation. This regulation prescribes the policies and procedures for the enlistment, commissioning in performance and reporting of State Active Duty.

**Applicability.** This regulation is applicable to all members of the Armed Forces of the State of Connecticut. This regulation supersedes State Regulations 37-104-3 (1 October 1984) and 601-22 (1 October 1992), which are hereby rescinded.

**Proponent.** The proponent for this regulation is the Adjutant General, CTMD, Military Administrative Office, William A. O'Neill Armory, 360 Broad Street, Hartford, CT 06105.

**Suggested Improvements.** Present suggested changes to this regulation on a DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Office of the Adjutant General, ATTN: Military Administrative Officer, Governor William A. O'Neill State Armory, 360 Broad Street – Room #113, Hartford, CT 06105-3795.

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By Order of the Governor, State of Connecticut, IAW Conn. Gen. Stat. § 27-20:

Official:

THADDEUS J. MARTIN  
Major General  
The Adjutant General

RONALD P. WELCH  
Colonel  
Chief of Staff

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## **REQUIRED CTMD FORMS**

CTMD 1-1

CTMD 5-1

CTMD 5-2

CTMD 5-3

CTMD 5-4

CTMD Form 1 --Officer's Oath

CTMD Form 2 -- Enlisted Member's Oath

## **1. Obtaining a Connecticut State Employee Identification Number**

All members of the Armed Forces of the State performing State Active Duty must first have a Connecticut employee identification number (EID) in order to be paid through the State Comptroller's Office. In order to obtain a state EID, an individual needs to submit a Federal W-4 and a CT W-4 to the Military Administrative Office.

The state personnel office will assign an EID through the CORE-CT payroll system.

## **2. Appointment to the Armed Forces of the State**

Unless a member of the Connecticut National Guard, membership in the Armed Forces of the State must be effectuated through qualifications established by and through the completion of a membership application, which must be processed and approved through the appropriate chain of command (Connecticut State Guard or Governor's Guard). Upon completion and approval of the application, the applicant must take an oath to subject oneself to the military authority of the state, including the Connecticut Code of Military Justice. Enlisted personnel receive the oath from their commanding officer. Officers of the Armed Forces of the State will be duly sworn into office by the Assistant Adjutant General and be issued a commission by the State of Connecticut. Upon perfecting membership in the Armed Forces of the State, the member will be assigned to a unit in the Governor's Guards or Connecticut State Guard (CTSG).

In order to be assessed into the Armed Forces of the State of Connecticut under this regulation, an applicant must complete CTMD Form 5-3, Federal W-4, CT W-4. Applicants must provide a copy of Connecticut Driver's License, a current physical examination, a copy of a DD214 (if applicant has former military service) and personal contact information (telephone number and email address). Applicants must also:

- Be a resident of the State of Connecticut.
- NOT currently be a member of any component of the armed forces of the United States, to include the Connecticut National Guard.
- Be available to be called to State Active Duty at the convenience of the Governor and/or the Adjutant General.
- Possess a special skill, license or degree of interest to the CTSG.
- Be medically fit to perform the duties assigned upon appointment.
- Accept an oath of office subjecting them to the orders of the Governor, The Adjutant General, the Connecticut Code of Military Justice and pertinent service regulations.

Rank and duty position will be selected upon experience, education and commensurate positions in the Armed Forces of the United States, subject to approval through the command. Individuals who are retired or separated from the military may be appointed at their highest held rank prior to separation, subject to approval through the chain of command.

Individuals who are approved for appointment will be expected to perform their duties when ordered to state military duty (whether voluntary or compensated) and not as a matter of personal convenience. Members are subject to military laws and regulations and are subject to discharge for misconduct.

Appointment to the CTSG will be revoked if the individual fails to maintain residency in Connecticut, maintain required licenses or professional certification for their duty position, maintain their medical readiness to perform their duties or reaches the age of 64.

Members of the CT National Guard who were promoted to the next highest rank upon retirement in accordance with Connecticut General Statutes section 27-53 are automatically appointed into the CTSG or enrolled on the retired roster (as warranted) as a condition of their promotion.

## **2-1 Commissioning**

A member of the Armed Forces of the State may receive a commissioned as an officer IAW Conn. Gen. Stat. § 27-49 and this regulation. Such commissions are dependent upon the needs and requirements of the Armed Forces of the State and subject to appropriate approvals through the chain of command. Officers of the Armed Forces of the State are expected to uphold the standards, customs and courtesies of the armed forces and are held to the highest standards. At any time when the efficiency, moral character, capacity or general fitness of an officer is brought to the attention of the Adjutant General, such officer may be subjected to an efficiency board (Conn. Gen. Stat. §27-52) An unfavorable finding is cause for vacating the officer's commission and discharge from the Armed Forces of the State. The efficiency board shall be conducted IAW the current Army Regulation 15-6.

Members of the Connecticut State Guard receive direct commissions through the Office of the Adjutant General. Such commissioning is often predicated upon the member having unique skills required by the military (e.g., professional license). Members receiving such direct commission would be required to provide necessary documentation. Upon satisfactorily presenting the necessary documentation to the Adjutant General, the CTMD would present the request for commissioning to the Office of the Governor. Upon approval, CTMD would generate personnel orders and issue the commission. Such commissions are "at will," and may be revoked as ordered by or for the Governor.

Members of the Governor's Guards may receive a commission as an officer. Such commissions are determined by the statutory authorization of the Governor's Guard unit's requirements (Conn. Gen. Stat. §§ 27-6a, 27-7). Members receiving such commission must take the officer's oath. Active unit members (listed on the unit's CTMD Form 1-1) of the Governor's Guards elect the unit officer's IAW with the unit's bylaws.

The process is summarized as follows.

- (1) Active members elect their officers IAW unit bylaws.
- (2) Unit certifies the election results.
- (3) Incumbent unit commandant presents the election results to the Adjutant General (in formal correspondence) requesting the commissioning of the elected officers. The commandant's request will include the personnel files of the elected officers, containing the documents required for appointment in the Armed Forces of the State (see paragraph 2, above) and a certified copy of the unit election results.
- (4) The Adjutant General receives and considers election results.
- (5) If elected members possess requisite qualifications for commissioning in the Armed Forces of the State, the Adjutant General processes the elected officers for commissioning. If elected member(s) lack(s) requisite qualifications or the personnel file is incomplete, the Adjutant General will return the commandant's request for commissioning to the unit commandant.
- (6) The elected officers are sworn in by the Assistant Adjutant General.
- (7) CTMD processes personnel orders and issues the commission.

### **3. Governor Call-Up of the National Guard**

In the event of state emergency, apprehension thereof or other exigent circumstances, the Governor may call up the Armed Forces of the State to State Active Duty. All members of the Armed Forces of the State called to State Active Duty must have a Connecticut State EID by completing the required Federal W-4 and CT W-4.

Units (or elements thereof) called to State Active Duty will develop a battle roster and submit it to the State Military Administration Office as soon as possible. The battle roster will contain at a minimum:

- Name (First, Last and MI)
- Rank
- Social Security Number
- Mailing Address
- Pay Entry Base Date (PEBD)
- Dependent Status (Yes or No)
- State Employee ID

The battle roster will also contain the unit name, location, dates of duty, unit commander and unit point of contact (e-mail and telephone).

It is highly recommended that the unit conduct a State Active Duty In-Processing briefing with the assistance of the State Military Administration Office. Depending upon the size of the unit, it should not exceed more than 60 minutes in order to deploy the unit to the field as soon as possible.

The SAD In-Processing briefing will involve the following:

- Completion/Updating of the Federal W-4 and CT W-4
- Verification of personnel information on the Battle Roster
- Information on the State payroll cycle
- Process on how to report injuries

The unit will maintain a roster tracking the duty performed of every individual in the event the operation exceeds one duty day on CTMD Form 5-4. The CTMD Form 5-4 will be forwarded to the Emergency Operations Center (EOC) every day at a prescribed time in accordance with the Operations Order for that emergency.

All CTMD Form 5-4s will be forwarded to the State Military Administration Office at the conclusion of the event for payroll processing. The form needs to be signed by a supervisor in the chain of command of the personnel on the form. It is recommended that a separate form be maintained by unit/ lowest element (i.e.: squad, platoon, etc.)

#### **4. Requesting Orders**

Individuals called up as members of the Connecticut National Guard, Connecticut State Guard or Governor's Guards do not need to request individual orders. The battle roster submitted by the unit (or element with competent command authority) will serve as the official request for orders. All others need to submit a completed CTMD Form 5-2.

All individuals performing State Active Duty, whether as a member of the National Guard or the CTSG, need to have their request for orders submitted prior to start of the start of duty performed without exception.

Completion of the CTMD Form 5-2

#### **REQUESTOR INFORMATION**

The name, phone number and e-mail of the individual requesting the member be placed on State Active Duty. The individual requesting State Active Duty CAN NOT be the same individual being placed on State Active Duty.

#### **INDIVIDUAL INFORMATION**

Name, address, contact information and demographic information for the individual being placed on State Active Duty in order to ensure they receive the correct pay & allowances based upon their rank, PEBD and dependent status.

#### **DUTY INFORMATION**

Detailed information on when, where and what duty will be performed with the contact information of the immediate supervisor who will be responsible for certifying that duty has been performed.

The remainder of the form will be completed by the State Military Administration Office.

## **5. Special considerations applied to Military Duty for Governor's Guards**

Members of the Governor's Guards may be called to State Active Duty in a paid or unpaid status as approved by The Adjutant General. Members called to State Active Duty in a paid status will request orders as stated above on CTMD Form 5-2.

Members called to State Active Duty in an unpaid status will do so in a voluntarily status with the consent of the unit commandant and the individual member. Orders will be published at the request of the unit. Such orders specify whether the member will receive pay and allowances or perform voluntary/gratuitous military duty.

For attendance at unit events, including drills, celebrations and meetings listed on the unit Yearly Training Calendar, orders will not be issued. The unit muster/attendance roster (CTMD Form 1-1) taken upon the first formation of the unit event is the official document memorializing member attendance at an official activity of the unit. The CTMD 1-1 will be submitted by the commandant immediately following the unit event, formalizing and memorializing the attendance and status of the member at the unit event.

The Commandant shall submit a request for orders for all special events, such as parades, ceremonies, inspections or any other event in which the attendance of the unit or unit membership is requested or required.

## **6. Military Duty Reporting for the Governor's Guards**

The Commandant of each unit of the Governor's Guards shall provide to the Connecticut Military Department a Yearly Planning Calendar (YTC) no later than 31 August of each year.

The calendar start date will be 1 October and end 30 September. The calendar will include all scheduled drill dates, unit meetings, celebrations and major events and any other special event that is known at the time of publishing. As directed by paragraph 5 above, orders will be generated for special events and annual training. Routine unit events (as listed on the approved YTC) will be official unit activities for which member attendance and status will be documented on the CTMD 1-1. Note, a CTMD 1-1 is also required for ordered military duty.

No later than the 7<sup>th</sup> day of the month, the Commandant shall provide a completed CTMD Form 1-1 detailing those present for duty for all scheduled drill nights, parades and special events held in the previous month.

The CTMD Form 1-1 shall be the document of record to confirm that military duty has been performed and to document individual attendance and performance.

## **7. Processing Orders**

All orders for State Active Duty will be processed by the State Military Administration Office. Funding guidance will be obtained by the Fiscal Administrative Manager and accounting classifications from the Fiscal Administration Supervisor. The Adjutant General maintains the authority to approve or disapprove all State Active Duty orders.

Accounting classifications will include:

- Department Code
- Fund Code
- SID
- Program Code
- Budget Year

The order will contain:

- Permanent Order Number
- Date order was published
- Individual's name, address, social security number, EID, rank, PEBD, dependent status and unit
- Dates of duty
- Report time
- Location of duty
- Supervisor
- Purpose of duty
- Accounting classifications and budget

Copies of all permanent orders will be sent to:

- The Office of The Adjutant General
- The Assistant Adjutant General
- Chief of Staff
- Fiscal Administrative Manager
- Fiscal Administrative Supervisor
- Joint Operations (J3) Office
- Joint Personnel (J1) Office
- State Military Historical Office
- Unit
- Individual

## **8. Processing Payroll –Ordered Call-Up of National Guard**

CTMD Form 5-4 will be used to process payroll for members of the CT National Guard, CTSG and Governor's Guard called to State Active Duty by the Governor.

The state payroll system operates in a two-week cycle starting on a Friday and ending on a Thursday. The State Military Administrative Officer will inform the unit of the Payroll Start Date. A separate CTMD Form 5-4 will be completed for every two-week payroll cycle in which dates of State Active Duty cover.

The CTMD Form 5-4 will be verified by the State Military Administrative Officer and given to State Payroll for processing.

A check will be mailed by the State Comptroller's Office to the service member's mailing address two weeks after the conclusion of the state payroll cycle.

Service members (who are authorized pay and allowances) will be paid base pay, basic allowance for subsistence and basic allowance for housing. No other incentives, bonuses or special duty pay will be authorized.

- Base Pay is determined based upon their current federally recognized rank and years of service. E1 through E9 will receive an additional \$10.00 per day and O1 through O2 will receive an additional \$5.00 per day in accordance with Connecticut General Statutes.
- The Basic Allowance for Subsistence (BAS) will be paid at a daily rate based upon the federal monthly rate.
- All service members will be paid a Basic Allowance for Housing (BAH) depending on their dependent status and rank. They will be paid the BAH/RC-T rate and NOT the housing allowance for their locality.

## **9. Processing Payroll – Ordered Call-Up of CTSG & Governor's Guards**

CTMD Form 5-1 will be used to process State Active Duty for members of the Connecticut State Guard and Governor's Guards.

The CTMD Form 5-1 will be initiated by the State Military Administrative Officer on the Monday immediately prior to the end of the payroll cycle in which duty was performed. All forms must be returned to the State Military Administrative Officer after the last day of duty performed during the payroll cycle but prior to the following Monday after the end of the payroll cycle in order for the payroll office to process their pay in time to receive a check the following payroll. All late CTMD Form 5-1s will be processed in the following payroll cycle.

All CTMD Form 5-1s must be signed by the individual performing duty, their supervisor and the State Military Administrative Officer.

- The individual's signature confirms that they performed the duty reported on the payroll form
- The supervisor's signature certifies that the individual performed the duty reported on the payroll form

- The State Military Administrative Officer's signature certifies that the individual is entitled to the pay at the reported grade in accordance with the orders previously published.

Members of the CTSG & Governor's Guards will be paid base pay, basic allowance for subsistence and basic allowance for housing. No other incentives, bonuses or special duty pay will be authorized.

- Base Pay is determined based upon their current state recognized rank and years of service. E1 through E9 will receive an additional \$10.00 per day and O1 through O2 will receive an additional \$5.00 per day in accordance with Connecticut General Statutes.
- The Basic Allowance for Subsistence (BAS) will be paid at a daily rate based upon the federal monthly rate.
- All service members will be paid a Basic Allowance for Housing (BAH) depending on their dependent status and rank. They will be paid the BAH/RC-T rate and NOT the housing allowance for their locality.









CONNECTICUT MILITARY DEPARTMENT

REPORT OF DUTY PERFORMED

SUMMARY										
	AUTHORIZED	ASSIGNED	1	2	3	4	5	6	7	TOTAL
OFFICERS	8	-	-	-	-	-	-	-	-	-
WARRANT OFFICERS	1	-	-	-	-	-	-	-	-	-
NON-COMMISSIONED OFFICERS	78	-	-	-	-	-	-	-	-	-
ENLISTED PERSONNEL	104	-	-	-	-	-	-	-	-	-
TOTALS	191	-	-	-	-	-	-	-	-	-
		ASSIGNED PCT	ATTENDANCE PCT							
OFFICERS	0.0%									0.0%
WARRANT OFFICERS	0.0%									0.0%
NON-COMMISSIONED OFFICERS	0.0%									0.0%
ENLISTED PERSONNEL	0.0%									0.0%
TOTALS	0.0%									0.0%
VALIDATION										
I certify from personal knowledge and from official records that the entries on this report are true and correct. The assigned strength of this organization does not exceed the authorized strength as prescribed in Connecticut General Statutes section 27										
SIGNATURE OF COMMANDANT _____						DATE _____				

Instructions:  
Enter a **X** for present  
Leave blank for not present

STATE OF CONNECTICUT  
MILITARY DEPARTMENT  
PAYROLL WORKSHEET

PAYROLL START DATE		PAYROLL END DATE		ORDERS #		CHARGE TO			PAYMENT BATCH #	
TYPE & LOCATION OF DUTY		DEPT	FUND	SID	PROG	YEAR				
No.	Name, SSN, EID, & Address	GRADE	YEARS OF SERVICE	DEPENDENT STATUS	DATES WORKED	NO OF DUTY DAYS	BASE PAY ALLOWANCES	TOTAL PAY	SIGNATURE	
1							\$ -	\$ -		
2							\$ -	\$ -		
3							\$ -	\$ -		
4							\$ -	\$ -		
5							\$ -	\$ -		
<p>I CERTIFY THAT THE INDIVIDUALS WHO HAVE SIGNED THIS PAYROLL ARE MEMBERS OF THE ARMED FORCES OF CONNECTICUT AND THAT THE GRADE, TOTAL YEARS SERVICE, AND NUMBER OF DAYS DUTY ARE CORRECT AS RECORDED AND THAT THE DUTY WAS PERFORMED IN ACCORDANCE WITH APPROPRIATE AUTHORITY.</p>							SIGNATURE			
<p><b>PRIVACY ACT STATEMENT:</b> 1. Authority: Title 37 US Code Sec. 204 SSAN: Executive Order 9397 10 USC 275; 2. Principal Purpose(s): Authorize individuals to perform State Active Duty; 3. Routine Uses: Used to verify performance of State Active Duty; 4. Mandatory or voluntary disclosure and effect on individual not providing information on card is mandatory. SSAN information is one of the Edits in the Pay and Allowance System. If SSAN is not on card, individual would not be paid.</p>							<p><b>WAGE/TAX STATEMENT:</b> Personnel identified on this form for State Active Duty will be treated as State Employees for the purpose of Federal/State income and FICA/Medicare withholding taxes only. This status confers no other specified or implied benefits. Personnel ordered to State Active Duty who are employed by another State Agency must execute State Personnel form #PER-DE-1 prior to payroll processing to insure that the compensation for this duty is outside the responsibility of the agency of principal employment IAW Sec 5-208a GSC.</p>		<p>RUSSELL J BONACCORSO JR MILITARY ADMINISTRATIVE OFFICER 1 January 1900</p>	

**CONNECTICUT MILITARY DEPARTMENT  
REQUEST FOR ORDERS**



REQUESTOR INFORMATION				
Name:		Phone Number:		E-Mail
INDIVIDUAL INFORMATION				
Last Name		First Name		Middle Initial
Mailing Address				
City		State	Zip Code	
Phone Number			E-Mail	
Rank/Grade	PEBD:	Marital Status:	Employee ID#	Social Security Number
DUTY INFORMATION				
Dates Requested:				Report Time:
Duty Location: <i>(Address, Building, Room, etc):</i>				
Duty Description:				
Supervisor Name:		Phone Number:		E-Mail:

\_\_\_\_\_  
Signature of Requestor

\_\_\_\_\_  
Date

TO BE COMPLETED BY STATE ACTIVE DUTY PAYROLL OFFICER				
Orders #		Base Pay:	Allowances:	Total Cost:
Department::	Fund Code:	SID:	Program Code:	Budget Year:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



GROUP PAYROLL WORKSHEET

PAYROLL START DATE		PAYROLL END DATE		ORDERS #	CHARGE TO				PAYMENT BATCH #														
TYPE & LOCATION OF DUTY		DEPT	FUND	SID	PROG	YEAR																	
No	EID	Last Name, First Name, MI	Grade	Years of Service	Dependents (Y/N)	Dates Worked					Base Pay	Allowances	Total Pay										
1						0-Jan-00	1-Jan-00	2-Jan-00	3-Jan-00	4-Jan-00	5-Jan-00	6-Jan-00	7-Jan-00	8-Jan-00	9-Jan-00	10-Jan-00	11-Jan-00	12-Jan-00	13-Jan-00	Total	\$	\$	\$
2																					\$	\$	\$
3																					\$	\$	\$
4																					\$	\$	\$
5																					\$	\$	\$
6																					\$	\$	\$
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15																					\$	\$	\$
16																					\$	\$	\$
17																					\$	\$	\$
18																					\$	\$	\$
19																					\$	\$	\$
20																					\$	\$	\$
I CERTIFY THAT THE INDIVIDUALS WHO HAVE SIGNED THIS PAYROLL ARE MEMBERS OF THE ARMED FORCES OF CONNECTICUT AND THAT THE GRADE, TOTAL YEARS SERVICE, AND NUMBER OF DAYS DUTY ARE CORRECT AS RECORDED AND THAT THE DUTY WAS PERFORMED IN ACCORDANCE WITH APPROPRIATE AUTHORITY.																				SIGNATURE			
<p><b>PRIVACY ACT STATEMENT:</b> 1. Authority: Title 37 US Code Sec. 204 SSAN; Executive Order 9397 10 USC 275; 2. Principal Purpose(s): Authorize individuals to perform State Active Duty; 3. Routine Uses: Used to verify performance of State Active Duty; 4. Mandatory or voluntary disclosure and effect on individual not providing information on card is mandatory. SSAN information is one of the Edits in the Pay and Allowance System. If SSAN is not on card, individual would not be paid.</p> <p><b>WAGETAX STATEMENT:</b> Personnel identified on this form for State Active Duty will be treated as State Employees for the purpose of Federal/State income and FICA/Medicare withholding taxes only. This status confers no other specified or implied benefits. Personnel ordered to State Active Duty who are employed by another State Agency must execute State Personnel form #PER-DE-1 prior to payroll processing to insure that the compensation for this duty is outside the responsibility of the agency of principal employment. IAW Sec 5-208a G.S.C.</p>																							

**State of Connecticut**  
**Armed Forces of the State**  
**The Oath of Office (for officers):**

"I, \_\_\_\_\_, having been appointed an officer in the Armed Forces of the State of Connecticut, in the grade of \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and of the State of Connecticut against all enemies, foreign or domestic, that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will well and faithfully discharge the duties of the office upon which I am about to enter and execute the orders of the officers appointed over me; and that I will abide state military regulations and the Connecticut Code of Military Justice. So help me God."

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Rank                      Unit

The above oath was administered, subscribed, and duly sworn to (or affirmed) before me this date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Rank                      Unit

**State of Connecticut**  
**Armed Forces of the State**  
**The Oath of Office (for enlisted members):**

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and of the State of Connecticut against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; and that I will obey the orders of the President of the United States, the Governor of the State of Connecticut, and the orders of the officers appointed over me, according to state military regulations and the Connecticut Code of Military Justice. So help me God."

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Rank                      Unit

The above oath was administered, subscribed, and duly sworn to (or affirmed) before me this date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Rank                      Unit