



## Virginia Defense Force Virginia Department of Military Affairs



### Initial Entry Training Chain of Command and Insignia of Rank

#### Reference

VDF Pamphlet 350-1

Orientation Course

#### Definition of “Chain of Command”

Your Chain of Command

Rank Structure, Insignia, and how to address

Chain of Command: A TWO-WAY communications channel between subordinates and leaders.

**Orders**

**Policy**

**Information and Inquiry** travel down

**Information**

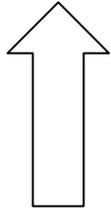
**Questions** travel up

**This keeps everyone involved informed**

**Also renders assistance & solves problems**

???

Chain of Command



## **Jumped Links In the Chain**

**DO NOT JUMP THE CHAIN OF COMMAND**

REVIEW

TWO-WAY communications channel between subordinates and leaders.

DOWN: Orders, Policy, Information, Inquiry

UP: Information, Questions

UP & DOWN: Keeps all Informed, Provide Assistance, Solve Problems

UP or DOWN: CHAIN NOT JUMPED

## Your Chain of Command



Governor Terry McAuliffe, Commander in Chief Since January 2014.



Brian Moran, Secretary of Public Safety Since January 2014.



Brig. Gen. Timothy P. Williams The Adjutant General (TAG) Since May 2014.



Brig. Gen. (Va.) Justin P. Carlitti, VDF Commander (CG) Since Sept. 28, 2014.

## Insignia of Rank

**Enlisted Soldier**

**Non-Commissioned Officer (NCO)**

**Warrant Officer**

**Commissioned Officer**

### ENLISTED SOLDIERS



PRIVATE (PV2)  
(ADDRESSED AS  
"PRIVATE")



PRIVATE FIRST CLASS  
(PFC) (ADDRESSED AS  
"PRIVATE")



SPECIALIST (SPC)  
(ADDRESSED AS  
"SPECIALIST")



CORPORAL (CPL)  
(ADDRESSED AS  
"CORPORAL")

SERGEANT (SGT)  
(ADDRESSED AS  
"SERGEANT")



STAFF SERGEANT (SSG)  
(ADDRESSED AS  
"SERGEANT")



SERGEANT FIRST CLASS (SFC)  
(Addressed as "Sergeant")



MASTER SERGEANT  
(MSG)  
(Addressed as "Sergeant")



FIRST SERGEANT (1SG)  
(Addressed as "First Sergeant")

SERGEANT MAJOR (SGM)  
(Addressed as "Sergeant Major")



COMMAND SERGEANT MAJOR (CSM)  
(Addressed as "Command Sergeant Major")

### **Warrant Officer**

Warrant Officers are formally addressed as either Mr. or Ms. They can also be addressed as Sir or Ma'am. CHIEF Warrant Officers are addressed as CHIEF.



WARRANT OFFICER 1 (WO1)  
(Addressed as Mister or Miss)



CHIEF WARRANT OFFICER 2 (CW2)  
(Addresses as Chief)



CHIEF WARRANT OFFICER 3 (CW3)  
(Addressed as Chief)



CHIEF WARRANT OFFICER 4 (CW4)



CHIEF WARRANT OFFICER 5 (CW5)



## Officer Candidate School

(Addressed as Officer Candidate)

Commissioned Officers



SECOND LIEUTENANT (2LT)  
(Addressed as "Lieutenant") O-1



FIRST LIEUTENANT (1LT)  
(Addressed as "Lieutenant") O-2



CAPTAIN (CPT)  
(Addressed as "Captain") O-3



MAJOR (MAJ)  
(Addressed as "Major") O-4



LIEUTENANT COLONEL (LTC)  
(Addressed as "Lieutenant Colonel " or "Colonel") O-5



COLONEL (COL)  
(Addressed as "Colonel") O-6

Generals



BRIGADIER GENERAL (BG)  
(Addressed as "General") O-7



Major General (MG)  
(Addressed as General) O-8



LIEUTENANT GENERAL (LTG)  
(Addressed as General) O-9



General (GEN)  
(Addressed as General) O-10



General of the Army (GOA)