



=167= GAMING CLAN GENERAL ORDER

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TITLE: RANKS, INSIGNIA & ADVANCEMENT	GENERAL ORDER: 3.0
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RESCINDS: CLAN HANDBOOK (18 MAY 2019), CLAN HANDBOOK (20 SEP 2014), IET HANDBOOK (7 JUN 2014), IET HANDBOOK (04 AUG 2013), APB ACADEMY HANDBOOK (19 MAY 2013), GENERAL ORDERS (29 MAY 2009), CLAN HANDBOOK (29 NOV 2008), 167MAN (02 MAY 2008)	

SCOPE: All units and members of the =167= Clan.

CONTENTS: This procedure consists of the following numbered sections.

- I. **RANKING SYSTEM OVERVIEW**
- II. **RANK INSIGNIA CHART**
- III. **IN-GAME UNIFORMS & DISPLAY OF RANK**
- IV. **CLAN TAGS & DISPLAY OF RANK**
- V. **RANK GUIDELINES & REQUIREMENTS**

PROCEDURE:

- I. **RANKING SYSTEM OVERVIEW**
 - A. The =167= Clan will utilize a US Army-style ranking system.
 - B. Possessing a higher rank shall be an indication of a member's efforts, achievements, tenure and activity. For this reason, it shall be significantly more difficult to obtain a promotion in =167= than in any other gaming clan.
 - C. Ranks will have an associated "grade". Commissioned Officer ranks shall have the "O" grade prefix, while Warrant Officers shall have the "W" prefix, and Non-Commissioned Officer and Enlisted Personnel ranks shall have the "E" grade prefix. The prefix will be followed by a number which identifies ranks by seniority. Grade number shall ascend based on rank seniority.
 - D. All new members shall start at the rank of Recruit / Cadet. Upon completion of their probationary period, they shall be promoted to the rank of Private E-1. At the discretion of the Headquarters Division, an exception may be made if the individual is an old member returning from retirement or in the event of a clan merge.



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- E. While past experience may play a factor in selection for a future position within the clan, no rank or grade from any other organization (other clans, JROTC/ROTC/CAP, explorers/scouts/cadets, the military, security companies, law enforcement agencies, etc.) shall be laterally transferred or honored. *Refer to Paragraph F above.*
- F. Members shall not ask to receive a promotion or increase in rank. They may, however, inquire about open positions or what would be required in order to advance.

II. RANK INSIGNIA CHARTS

A. OFFICERS

Officers hold critical leadership positions within =167=. They can hold leadership positions within their respective games if required.

OFFICER RANKS		
O-9  LIEUTENANT GENERAL (LTG.)	O-8  MAJOR GENERAL (MG.)	O-7  BRIGADIER GENERAL (BG.)
O-6  COLONEL (COL.)	O-5  LIEUTENANT COLONEL (LTC.)	O-4  MAJOR (MAJ.)
O-3  CAPTAIN (CPT.)	O-2  FIRST LIEUTENANT (1LT.)	O-1  SECOND LIEUTENANT (2LT.)



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B. WARRANT OFFICERS

Warrant Officers serve in critical technical and/or administrative positions within =167=. Generally, they do not have authority over lower-ranking members.

WARRANT OFFICER RANKS		
W-5  CHIEF WARRANT OFFICER V (CW5.)		W-4  CHIEF WARRANT OFFICER IV (CW4.)
W-3  CHIEF WARRANT OFFICER III (CW3.)	W-2  CHIEF WARRANT OFFICER II (CW2.)	W-1  WARRANT OFFICER I (WO1.)



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C. NON-COMMISSIONED OFFICERS

Non-Commissioned Officers (NCOs) serve as frontline and middle-level supervisors and leaders within =167=. They are primarily responsible for rule/policy enforcement, as well as guiding and training new members. They can hold leadership positions within their respective games if required.

NON-COMMISSIONED OFFICER RANKS		
<i>E-9</i>  SENIOR ENLISTED ADVISOR (SEA.)		
<i>E-9</i>  SERGEANT MAJOR (SGM.)	<i>E-8</i>  FIRST SERGEANT (1SG.)	<i>E-8</i>  MASTER SERGEANT (MSG.)
<i>E-7</i>  SERGEANT FIRST CLASS (SFC.)	<i>E-6</i>  STAFF SERGEANT (SSG.)	<i>E-5</i>  SERGEANT (SGT.)
<i>E-5</i>  TRAINING SERGEANT (T/SGT.)	<i>E-4</i>  CORPORAL (CPL.)	<i>E-4</i>  TRAINING CORPORAL (T/CPL.)



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D. ENSLITED

Enlisted members are the backbone of =167=. Specialists perform basic administrative and support roles within the community. Ranks below Specialist are responsible only for themselves and their adherence to community rules and guidelines. Members who do not wish to have any responsibility within the community can stay within the Private ranks indefinitely.

ENLISTED RANKS		
<i>E-4</i>  SPECIALIST VI (SP6.)	<i>E-4</i>  SPECIALIST V (SP5.)	<i>E-4</i>  SPECIALIST IV (SP4.)
<i>E-4</i>  SPECIALIST III (SP3.)	<i>E-4</i>  SPECIALIST II (SP2.)	<i>E-4</i>  SPECIALIST I (SP1.)
<i>E-3</i>  PRIVATE FIRST CLASS (PFC.)	<i>E-2</i>  PRIVATE II (PV2.)	<i>E-1</i>  PRIVATE I (PVT.)

III. IN-GAME UNIFORMS & DISPLAY OF RANK

- If a game's mechanics allow, members may be issued some form of official in-game clan uniform, designed and/or approved by the Headquarters Division or Operations Division, which identifies them as members of the =167= Clan.
- If applicable, Unit Leadership shall create and enforce in-game uniform guidelines and policies pertaining to the design and display of clan uniforms within that game.
- If in-game uniforms are utilized and if determined to be feasible by the Headquarters Division, rank insignia shall be outwardly displayed on all clan uniforms. Enlisted and NCO rank insignia shall appear on shirt and jacket sleeves below the shoulder. Warrant Officer and Officer rank insignia shall appear on the collar and/or epaulettes, with placement at the discretion of the Headquarters Division.



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IV. CLAN TAGS & DISPLAY OF RANK

- A. In official clan games where clan tags are able to be displayed, a member should display our clan tag at all times.
- B. In the instance of character or size restrictions of clan tags, the first tag in the list below which meets the game's parameters should be utilized unless otherwise specified by the Headquarters Division:
 - 1. =167=
 - 2. [167th]
 - 3. [167]
- C. Display of =167= Clan tags is optional for game launchers and browsers such as Steam, Origin, Uplay, etc.
- D. If a member elects to display their full =167= Clan tags, they should utilize the following format:

=167=RANK.THEIR NAME-|UNIT|-

Example 1: =167=LTG.Rick-|HQ|-

Example 2: =167=COL.Session-|OPS|-

Example 3: =167=SGT.Brendan-|MC|-

V. RANK GUIDELINES & REQUIREMENTS

- A. The Headquarters Division has established a basic set of rank guidelines for the clan as a whole. Rank guidelines and requirements may be further modified and established by Game Unit Leadership as unit needs dictate. Promotions are made at the discretion of the Headquarters Division, Operations Division, and Unit Leadership.
- B. The following suggestive guidelines depicted in the table below are in place for promoting a member to a particular rank. These guidelines do not include any additional requirements enacted by Game Unit Leadership. Meeting these guidelines does not guarantee a promotion or acceptance into a higher position. As these are suggestive, clan and unit leadership may choose to waive these guidelines as needs and individual circumstances dictate.



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OFFICERS & WARRANT OFFICER		NON-COMMISSIONED OFFICERS		ENLISTED	
RANK ABBREV.	TIME IN CLAN	RANK ABBREV.	TIME IN CLAN	RANK ABBREV.	TIME IN CLAN
MG.	7 Years	SEA.	6 Years	SP5.	3 Months
BG.	6 Years	SGM.	3 Years	SP4.	3 Months
COL.	5 Years	1SG.	2 Years	SP3.	2 Months
LTC.	4 Years	MSG.	1 Year	SP2.	2 Months
MAJ.	3 Years	SFC.	9 Months	SP1.	1 Month
CPT.	2 Years	SSG.	6 Months	PFC.	1 Year
1LT.	1 Year	SGT.	6 Months	PV2.	6 Months
2LT.	9 Months	T/SGT.	5 Months	PVT.	1 Month
CW5.	-	CPL.	4 Months	RCT.	-
CW4.	-	T/CPL.	3 Months		
CW3.	-				
CW2.	-				
WO1.	-				

- C. Members who have actively served in the clan for 6 months, without receiving formal disciplinary action, are eligible for promotion to Private E-2.
- D. Members who have actively served in the clan for 1 year, without receiving formal disciplinary action, are eligible for promotion to Private First Class.
- E. To advance to the rank of E-2, E-3 or E-4 prior to the tenure requirements listed above, a member may volunteer for and be placed into a position of administrative or operational support.
- F. To advance beyond the rank of Private First Class, a member must hold a position of administrative support, operational support or leadership within the clan.
- G. To advance into a leadership position within the clan, a member should generally first hold a position of administrative or operational support.
- H. To advance into a leadership position within the Operations Division or Headquarters Division, a member should be age 21 or older. Exceptions can be made by the Headquarters Division on a case-by-case basis.



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- I. No member shall be promoted to a higher rank or position with additional responsibilities prior to a discussion and mutual agreement with unit or clan leadership. This includes when a position's titles or duties change.
- J. Members offered a promotion in rank or an appointment to a position of support or authority may respectfully decline. No member shall be obligated to take on responsibilities beyond the basic expectations of all members.
- K. Should a member holding a rank of E-5 or higher transfer to another Game Unit, they will be required to obtain a comparable position in their new Game Unit. They may not be able to retain their rank if a comparable position is not available. Failure to obtain a comparable position will result in automatic reduction of rank, based on their tenure within the clan. *Refer to Paragraphs C and D above.*
- L. Should a member holding a rank of E-5 or higher be removed from their position for inactivity or inadequate performance of duties, their rank will be reduced based on their tenure with the clan. *Refer to Paragraphs C and D above.*
- M. A member cannot be demoted below the rank of Private E-1, even in the event of corrective action. With the exception of some returning members, once a member completes probation, they shall never hold the rank of Recruit again.