Head Quarters Hotchkiss Batt. Artillery
Jan 24. 1864

Genl Orders No 3

II Bugler E. Sharff is announced as Chief Bugler of this Battalion and will be obeyed accordingly. Hereafter the calls will be sounded by the Chief Bugler at Batt Guard House. assisted by the other Buglers in the command, each Battery will conform to these calls promptly

"Reveille	at day Light "
"Police	Immediately after Reveille
"Surgeons Call	Fifteen minutes " " "
"Stable Call	" " " " "
"Breakfast	At Sunrise "
Inspection of Horses	" 11 A.M.
Roll Call	" 12 M.
"Dinner	" 12½ P.M.
Company Inspection	" 2½ "
"Guard Mounting	" 4 "
"Stable Call	" 4 "
"Camp & Company Police	" 4½ "
"Dress Parade	" Sunset
"Supper	Immediately after parade
"Tattoo	at 8 P.M.
"Taps	at 9 P.M.

No calls whatever will be sounded in Company grounds by command of Company Commander, as it would create confusion in the other Companys

III Orderly Sergts will bring in their morning Reports to the Adjutants Office at 7½ A.M. precisely. a certificate will accompany the report in the following form. — Hd Qrs. — Battery — 186.
I certify that all the Officers of this company, for duty in the Company, did attend on yesterday three roll calls, two stable calls, one company Inspection & one Dress Parade, except — — for this reason = C.D. Comdg Battery

IIII So much of Par 1st G.O. No 1. from this Office as relates to time of Guard mounting is hereby revoked, Guards will be required

to pay all honors required by Regulations. the Officer of the Day will be held accountable for the execution of this order. Guards are to be mounted strictly in accordance with the Army Regulations. Officers & men detailed for Guard duty are to take with them the Blankets, and Cooked Rations, and are not on any pretence to revisit their quarters" or leave the vicinity of Guard House untill relieved, unless in the proper and necessary discharge of duty

IV. So much of Par. 3rd G.O. No. 1. from this Office as relates to time of Inspection of Horses is hereby revoked. Comdy Officers will be required to have all Public Horses in their possession that can walk, present at every Inspection, unless the horse or horses are unavoidably absent from the Company, the number present will be reported at Inspection to Battalion Commander, and number absent accounted for at same time. The horses will be brought from the Company Grounds at a walk in close column, no straggling must be allowed or the horses taken through mud or water. The Comdy Officer will be held strictly responsible for the grooming & care of all their stock and Chiefs of Sections for the horses of their section. All Officers are earnestly requested to give all care and attention to their horses that they possible can and have everything done for them, that can benefit them in the least. for without good horses the Comd is helpless & useless

V. All non Comd Officer that are or may be absent from their commands over seven days without leave shall be reduced to the ranks and their places filled by competent and deserving soldiers at once

VI. Battery Commanders are required to return all corn sacks, for all that are not returned they will be charged $2.50 each and stoppages made on their Pay accounts.

VII. The Maj Comdg asks the hearty co-operation of every Officer and soldier in this Comd in assisting him to make this as efficient as any Artilry Battn in the service, in enforcing Discipline. Cleanliness and everything that tends to the health, comfort and good order of their Batteries. for without their assistance he can do nothing, and the Batteries of this Division will lose the good name they have so long borne in this war

By Command of Maj T. R. Hakkay
Comdg Batt

Capt Semple
Comdg Battry

Mo Daschen
Lt & Adt