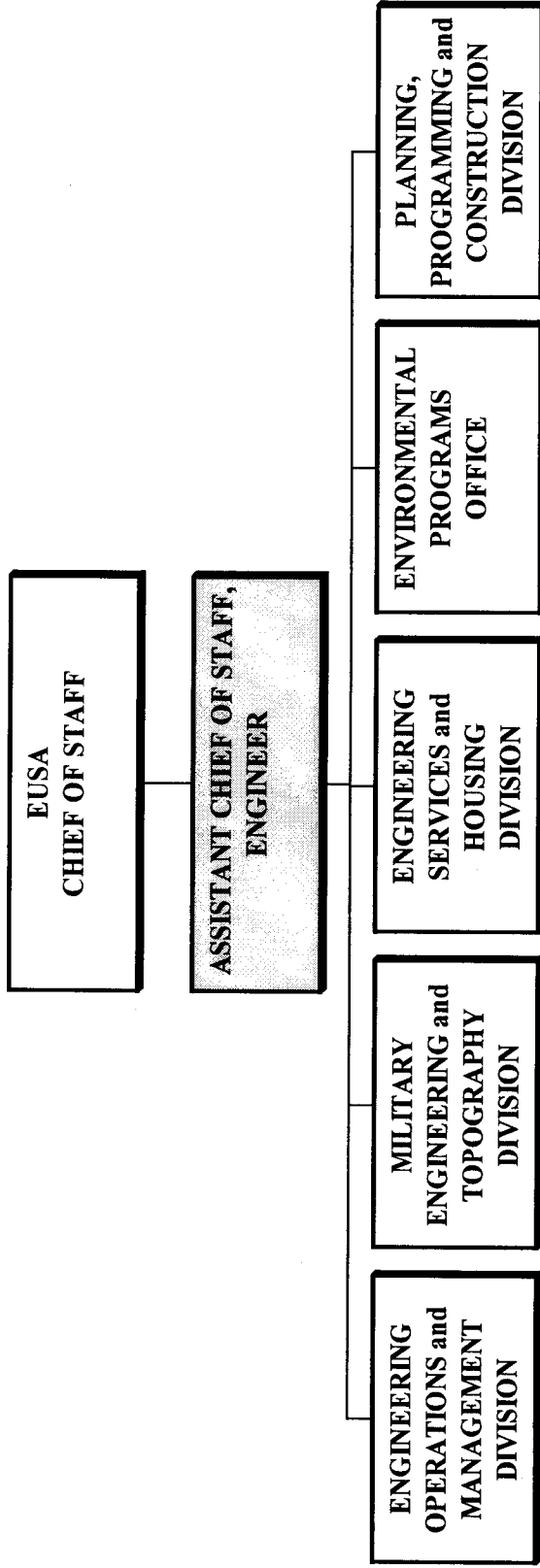


APPENDIX O

ASSISTANT CHIEF OF STAFF, ENGINEER

ORGANIZATION: As shown on the organization chart.

MISSION: Advises the Commanding General (CG), Eighth United States Army (EUSA) on all matters pertaining to military construction; host nation funded construction programs; installation to theater master planning; operations, maintenance, and repair of real property facilities, infrastructures, facility energy, and utilities; Army Family Housing (AFH) and unaccompanied soldier housing policies; real estate matters; environmental policies and procedures; resourcing of engineer programs through the Program Objective Memorandum (POM) process; geospatial information and services; combat engineering and contingency engineering operations and planning; and transition to war planning.



STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER		References	Action	Operations Applicability		
Staff Responsibilities				Armistice	Contingency	War

ASSISTANT CHIEF OF STAFF, ENGINEER (EAEN, 723-8671)

<p>1. Advises the CG, EUSA on all matters related to construction; real property maintenance activities; combat engineer operations; environmental activities; and geospatial information and services.</p>	P	JCS Pub 0-2	1	1	1
<p>2. Recommends policy, provides guidance and staff supervision, and monitors matters related to Army installation master planning; real property maintenance activities; engineering services; utilities; and housing operations.</p>	P	USFK Theater Master Plan USFK Reg 10-2 AR 210-50 AR 420-10 AR 420-41 AR 405-90	2	7	7
<p>3. Recommends policy, provides overall management of contingency engineering operations, including: mapping, charting, and geodesy activities; civil engineering support planning; base support planning; organizing, equipping, training and employing engineering units; and combat engineering.</p>	P	USCINCPAC Inst 11010.4B USFK Reg 405-70 USFK Reg 550-52	3	2	2

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER		Staff Responsibilities		Action	References	Armistice	Contingency	Operations Applicability	War
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<p>4. Advises the commander, recommends policy, provides guidance, oversight, and overall management on the formulation of policies, procedures, and resourcing for environmental compliance, remediation, pollution prevention, solid waste management, recycling, conservation, natural resources management, cultural resources management, pest management, and reviews for environmental impacts.</p>	<p>P</p>	<p>DODD 4150.7 DODD 4165.60 DODD 5030.41 DODD 4715.1 DODI 4715.3 DODI 4715.5 DODI 4150.7 JP4-04 USFK Environmental Governing Standards AR 200-1 AR 200-2 AR 200-3 AR 200-4 AR 200-5 AR 350-4 AR 420-49 FM 20-400 (Draft)</p>	<p>4</p>	<p>5</p>	<p>5</p>	<p>5</p>
<p>5. Recommends policy, provides guidance and staff supervision, and monitors matters related to Army construction programs, including: major and minor construction; Non-Appropriated Fund (NAF) projects; Host Nation Funded Construction projects; and all other construction projects.</p>	<p>P</p>	<p>AR 415-19 USFK Reg 550-52</p>	<p>5</p>	<p>4</p>	<p>4</p>	<p>4</p>

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER		References	Action	Operations Applicability		
Staff Responsibilities				Armistice	Contingency	War

<p>6. Recommends policy, provides overall management of all Army real estate activities, including all leasing functions; obtains approvals, negotiates, executes, and administers real estate leases.</p>	<p>C</p>	<p>USCINCPAC Inst 11011.1G USFK Reg 10-2 USFK Reg 405-7 AR 210-50</p>	<p>6</p>	<p>6</p>	<p>6</p>
<p>7. Recommends policy, provides overall management of the Army Civil Engineering Wartime Host Nation Support (CEWHNS) program.</p>	<p>P</p>	<p>USCINCPAC Inst 11010.4B USFK OPLAN 5027 USFK Reg 550-52</p>	<p>7</p>	<p>3</p>	<p>3</p>
<p>8. Serves as a member of the Joint Facilities Utilization Board, or equivalent, when formed.</p>	<p>P</p>	<p>JCS PUB 4-04 USCINCPAC Inst 11010.4B</p>	<p>8</p>	<p>9</p>	<p>9</p>
<p>9. Coordinates and, as required, prioritizes the efforts of the Department of Defense (DoD) Contract Construction Agent (CCA).</p>	<p>P</p>	<p>USFK OPLAN 5027 EUSA OPLAN 5027 USFK-POD MOA</p>	<p>9</p>	<p>8</p>	<p>8</p>
<p>10. Reviews, approves and oversees the EUSA Environmental Quality Control Committee (EQCC).</p>	<p>P</p>	<p>AR 200-1 USFK Environmental EGS</p>	<p>10</p>		
<p>11. Serves as the US Component Chairman of the Status of Forces Agreement (SOFA) Utilities Subcommittee.</p>	<p>P</p>	<p>USCINCPAC Inst 11010.4B</p>	<p>11</p>	<p>10</p>	<p>10</p>
<p>12. Serves as the Secretary of the EUSA Command Construction Requirements Review Board.</p>	<p>P</p>	<p>EUSA Reg 15-3</p>	<p>12</p>		

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

13. Serves as the Chairman of the EUSA Construction Requirements Screening Committee. P EUSA Reg 15-3 13

14. Serves on the Morale, Welfare, and Recreation (MWR) Board of Directors (nonvoting member). P AR 215-1 14

15. Serve as the EUSA representative to the SOFA Environmental Subcommittee. C USFK Reg 10-11 15 11 11

ENGINEERING OPERATIONS AND MANAGEMENT DIVISION (EAEN-EOM, 723-5052)

1. Coordinates and approves funds related to projects, travel, leases, studies, surveys, and selected contracts, to include reimbursable orders and military interdepartmental purchase requests. P AR 37-1 EUSA Reg 37-1 EUSA Reg 37-16 1 1

2. Represents the ACofS, Engineer, in all matters before the EUSA Information Systems Review board. Serves as the Point of Contact (POC) for procurement of automated data processing equipment and software. Maintains all automation equipment and services for EUSA and USFK Engineer personnel. P AR 25-1 2

3. Represent the Assistant Chief of Staff (ACofS), Engineer, at the Working Program and Budget Advisory Committee. P AR 37-1 EUSA Reg 37-1 3

4. Identifies, develops and uses the Army management structure codes and accounting processing codes for the ACofS, Engineer. P AR 37-100 EUSA Reg 37-100 4

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Armistice	Operations Applicability Contingency War

5. Reviews Real Property Maintenance Activities (RPMA) programs, identifying problem areas and recommending solutions. Develops and presents cost analyses to support potential areas of cost savings.

P ACoFS, Engineer 5

MILITARY ENGINEERING AND TOPOGRAPHY DIVISION (EAEN-MET, 723-6314)

1. Supports organizational planning; develops and maintains Army engineer operational plans (OPLANS), exercise plans (EXPLANS), annexes, and related documents; and develops and manages the engineer portion of the Army Time Phased Force Deployment Data (TPFDD).

P USCINCPAC Inst 1 1 3
11010.1N
EUSA OPLAN 5027

2. Coordinates and manages contingency engineering planning and operations, including development of civil engineering support plans; base development and support plans; installation damage repair plans; contingency construction lists; and other documents.

P USCINCPAC Inst 2 2 2
11010.4B
EUSA OPLAN 5027
USFK Reg 10-2
USFK Reg 525-13

3. Supervises and oversees engineering operations, including advising on organizing, equipping, training, and utilizing engineer units; managing the military construction program; and overseeing combat engineer operations.

P USCINCPAC Inst 3 3 1
11010.4B
EUSA OPLAN 5027

4. Coordinates, consolidates and manages EUSA Civil Engineering WHNS support planning, including development of requirements for facilities and real estate, construction equipment, mobilized civilian construction forces, and other construction resources; and assisting service components with acquisition of unanticipated requirements.

P USCINCPAC Inst 4 4 4
11010.4B
EUSA OPLAN 5027
USFK Reg 405-7
USFK Reg 550-52

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

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|--|---|---|----|---|---|
| 5. Controls and oversees Geospatial Information Services (GI&S) activities, including preparation of area and unit GI&S requirements; collection, evaluation and production of terrain intelligence information. | P | USCINCPAC Inst 11010.4B
USFK OPLAN 5027
AR 115-11 | 5 | 5 | 6 |
| 6. Coordinates development and maintenance of staff transition to war procedures, including Battle Rosters, deployment Standing Operating Procedures (SOPs), and operational SOPs. | P | EUSA CASOP
EUSA TACSOP | 6 | 6 | 7 |
| 7. Oversees the planning, coordination and execution of the Overseas Deployment Training program for engineer units and personnel. | P | AR 350-9 | 7 | | |
| 8. Manages the EUSA Engineer Troop Construction Program. | P | EUSA Reg 415-32 | 8 | | |
| 9. In coordination with Planning, Programming, and Construction Division, develops the Exercise Related Construction (ERC) program. | P | USCINCPAC Inst 11010.6 | 9 | | |
| 10. Coordinates engineering support and participation in exercises. | P | ROK/US Exercise MOA
Exercise Dir
EUSA OPLAN 5027 | 10 | | |
| 11. Coordinates with the USFK Engineer and ACofS, G2 to develop command policies for mapping, charting and geodesy activities. | P | EUSA OPLAN 5027 | 11 | | 8 |
| 12. Provides staff supervision over the 33rd and the 85th Engineer Detachments (Terrain Analysis). | P | MOA, Cdr,
USATCK | 12 | | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER		References	Action	Staff Responsibilities		
Operations	Contingency			War	Applicability	

13. Coordinates development and submission of engineer reports, including engineer status reports on infrastructure and operational support-ability; provides engineer inputs to policy and posture statements; consolidates information and provides reports during contingencies.

USCINCPAC Inst 11010.4B
USFK OPLAN 5027

13 7 5

14. Manages echelon above corps engineer units until arrival of the Engineer Command.

USFK OPLAN 5027

14 8 9

ENGINEERING SERVICES AND HOUSING DIVISION (EAEN-ESH, 723-5949)

1. Provides technical support and engineering guidance concerning wartime mission planning to include supporting Joint Task Force (JTF) Noncombatant Evacuation Operation (NEO).

EUSA OPLAN 5027

1 1 1

2. Reviews and evaluates summary sheets, information papers and other similar documents concerning engineering, maintenance, engineer Balance of Payment determinations, project approvals, RPMA, or environmental issues. Initiates or forwards the same actions.

AR 420-10
AR 420-16
AR 420-17
AR 420-18
AR 420-70
USFK Reg 715-2
USFK Reg 715-3

2 2 2

3. Serves as the proponent for the Utilities Subcommittee SOFA Joint Committee which negotiates, prepares, revises, and modifies all utilities contracts. Serves as the command Power Procurement Officer's Representative.

AR 420-41
SOFA
USFK Reg 10-11

3 3 3

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

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|---|----------|---|----------|----------|
| <p>4. Develops, monitors, reports, evaluates and defends the fiscal program for RPMA.</p> | <p>P</p> | <p>AR 37-1
EUSA Reg 37-1
Letter, HQDA
SAFM-BUE,
Subject: BCE Policy
Guidance
EUSA Reg 37-53</p> | <p>4</p> | <p>4</p> |
| <p>5. Forwards all utilities contracts and supplemental agreements through command channels to the Installation Support Division, HQ US Army Corps of Engineers (USACE).</p> | <p>P</p> | <p>AR 420-41
AR 420-99</p> | <p>5</p> | |
| <p>6. Ensures standards for maintenance and repair are set and accounted for properly. Provides work classification guidance to subordinated units.</p> | <p>P</p> | <p>AR 420-70
DA Pam 420-6</p> | <p>6</p> | |
| <p>7. Overseas financial management of housing programs.</p> | <p>P</p> | <p>AR 210-50</p> | <p>7</p> | |
| <p>8. Manages the internal controls process for identification of deficiencies. Assists the subordinate commands with resolving application and/or functional problems associated with the internal controls process.</p> | <p>P</p> | <p>AR 420-10
AR 420-16</p> | <p>8</p> | |
| <p>9. Ensures that installation support policies and procedures are compatible with Army regulations. Whenever necessary updates or modifies the policies and procedures to keep them current.</p> | <p>P</p> | <p>AR 420-10</p> | <p>9</p> | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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| <p>10. Serves as the Staff Housing Manager providing technical and functional expertise on DOD and Congressional regulations, policies, directives, procedures and resource management pertaining to the operations of AFH, unaccompanied personnel housing (UPH), housing referral office, general/flag officer quarters (GFOQ), and furnishings and equipment management for EUSA.</p> | <p>P</p> | <p>AR 210-50
DFAS IN Reg 37-1</p> | <p>10</p> |
| <p>11. Analyzes and initiates actions to implement policies, regulations, management practices, and operations pertaining to maintenance, program planning, resource requirements, foreign leasing, acquisition and reporting of housing assets, utilization and occupancy of Army Housing Inventory for EUSA.</p> | <p>P</p> | <p>AR 210-50</p> | <p>11</p> |
| <p>12. Identifies and takes corrective action to ensure compliance with statutory requirements and congressional cost limitations and approval authority for GFOQ.</p> | <p>P</p> | <p>AR 210-50</p> | <p>12</p> |
| <p>13. Analyzes and consolidates all housing reports.</p> | <p>P</p> | <p>AR 210-50</p> | <p>13</p> |
| <p>14. Examines and evaluates host nation housing agreements and proposals and coordinates housing support agreements.</p> | <p>P</p> | <p>AR 210-50</p> | <p>14</p> |
| <p>15. Oversees command policy for planned, effective and uniformed fire protection at facilities within EUSA.</p> | <p>C</p> | <p>AR 420-90 w/EUSA
Policy Letter #41</p> | <p>15</p> |
| <p>16. Handles all briefings, summaries, memos, and approval documentation for housing issues.</p> | <p>P</p> | <p>AR 210-50</p> | <p>16</p> |

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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| <p>17. Serves as the action officer providing information, policy guidance and interpretation of housing regulatory policies and procedures for overall management and operations of Army housing and unique requirements for GFOQ command-wide, including UPH, housing referral, and resource management.</p> | <p>P</p> | <p>AR 210-50</p> | <p>17</p> |
| <p>18. Monitors housing programs to ensure regulatory guidance compliance with equal opportunity and the avoidance of disparate treatment and prohibited personnel practices in off-post housing and housing operations pertaining to assignments, terminations and furniture issues.</p> | <p>P</p> | <p>AR 210-50</p> | <p>18</p> |
| <p>19. Coordinates and approves Engineering Change Proposals for Housing Operations Management Systems between subordinate commands and areas support groups to Headquarters, Department of the Army (HQDA), Electronic Data Systems contractors, American Telegraph and Telephone contractors, and hardware maintenance contractors for the command.</p> | <p>P</p> | <p>AR 210-50</p> | <p>19</p> |
| <p>20. Performs assistance visits to the subordinate commands and area support group housing offices to ensure that adequate standards are met. Validates projects and housing requirements. Evaluates the effectiveness of housing programs to ensure compliance with regulations, directives and guidance for UPH, GFOQ, and AFH.</p> | <p>P</p> | <p>AR 210-50</p> | <p>20</p> |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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| <p>21. Serves on various ad hoc committees for the command on housing issues. Processes training requirements and manages the development of housing personnel. Reviews manpower surveys, General Accounting Office (GAO) audits, Inspector General (IG) inspections, and economic analyses pertaining to housing for the command.</p> | <p>P</p> | <p>AR 210-50</p> | <p>21</p> |
| <p>22. Develops, monitors, reports, evaluates and defends the manpower program for RMPPA.</p> | <p>P</p> | <p>AR 690-500</p> | <p>22</p> |
| <p>23. Develops, maintains and defends the manpower staffing structure. Incorporates complex command structures, missions and departmental relationships in order to accurately develop performance standards, staffing needs and grade structures.</p> | <p>P</p> | <p>AR 690-500
AR 10-20</p> | <p>23</p> |
| <p>24. Maintains internal controls, and develops internal audit and tracking systems.</p> | <p>P</p> | <p>AR 11-2
AR 210-50
AR 310-10
AR 415-15
AR 420-10
EUSA Suppl to AR 310-10</p> | <p>24</p> |
| <p>25. Conducts staff visits. Assists the Major Subordinate Commands (MSCs) with their operations through increased communication, program and budget visibility, and provides an active interface between Department of the Army (DA) and subordinate commands.</p> | <p>P</p> | <p>AR 420-10</p> | <p>25</p> |

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|---|---|----------------------------|----|--|
| 26. Provides guidance for EUSA facilities energy management and conservation. | P | EUSA Reg 700-1
AR 11-27 | 26 | |
| 27. Implements DA policy guidance and standards, within resources available, and advises DA of major changes necessary to improve maintenance and service equipment and Directorate of Engineering and Housing (DEH) shop facilities. | P | AR 420-18 | 27 | |
| 28. Provides command policy for facilities engineering and housing to installations throughout the MSCs, including operational and maintenance support for food service facilities. | P | AR 420-10
AR 420-18 | 28 | |
| 29. Develops Major Army Command (MACOM) procedures for evaluation and selection of nominees to represent the MACOM in the DEH annual Awards program. | P | AR 420-10 | 29 | |
| 30. Sets standards for EUSA AFH and UPH furniture. Standardizes furniture for cost savings. Ensures prompt ordering of furniture for AFH and UPH renovation and construction and ensures furniture is ready for installation upon completion of renovation and construction | P | AR 210-50 | 30 | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

ENVIRONMENTAL PROGRAMS OFFICE (EAEN-EPO, 723-5049)

1. Advises the ACofS, Engineer, EUSA and the ACofS Engineer, USFK on policies, guidance, oversight, overall management, procedures, and resourcing for environmental compliance, remediation, pollution prevention, solid waste management, recycling, conservation, and environmental impact.

P 1 1 1 1

- DODD 4150.7,
- DODD 4165.60
- DODD 5030.41
- DODD 4715.1
- DODI 4715.3
- DODI 4715.5
- DODI 4150.7
- JCS Pub 4-04
- USFK
- Environmental Governing Standards
- AR 200-1
- AR 200-2
- AR 200-3
- AR 200-4
- AR 200-5
- AR 350-4,
- AR 420-49
- FM 20-400 (Draft)

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

<p>2. Performs staff level coordination for EUSA and USFK on environmental issues and actions including reports, support to the command, policies, procedures, standards, technology development, training, and others with organizations outside the command including HQDA, Pacific Command, US Embassy, Defense Logistics Agency, Army Environmental Center, Center for Health Promotion and Preventive Medicine, Corps of Engineers, and others.</p>	P	DODI 4715.5 AR 200-1	2	2	2
<p>3. Serves as the DOD Environmental Executive Agent for Korea.</p>	P	DODI 4715.5	3	3	3
<p>4. Personnel serve in the positions of Alternate US Chairman, Secretary, and member on the SOFA Environmental Subcommittee in addition to the ACofS Engineer. Consults, advises, and formulates recommendations on environmental matters with the Republic of Korea (ROK). Consults and coordinates with host government ministry of environment, local, and other organizations.</p>	P	USFK Reg 10-11	4	4	4
<p>5. Issues final environmental governing standards and revalidates the governing standards on a periodic basis. Reviews requests for waivers and variances, and recommends approval or disapproval. Monitors and maintains copies of applicable ROK environmental documents, standards, and regulations. Identifies host nation environmental standards and determines their applicability to US installations by giving due consideration to host nation laws, base rights agreements and/or the SOFA, and the extent to which the host nation environmental standards are adequately defined and enforced.</p>	P	DODI 4715.5 Overseas Environmental Baseline Guidance Document USFK Pam 200-1	5	5	5
<p>6. Ensures compliance with the Environmental Governing Standards.</p>	P	USFK Pam 200-1 AR 200-1	6	6	6

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER

Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War
7. Serves as member of the USFK Environmental Policy Board and Joint Environmental Management Board.	P	JP 4-04 USFK Pam 200-1	7	7	7
8. Ensures that program and budget requests identify resource requirements. Identifies, supports and defends resource requirements in the Planning, Programming, and Budgeting Execution System process. Consolidates, reviews and submits the Environmental Program Requirements report for EUSA.	P	AR 200-1	8	8	8
9. Conducts external environmental compliance audits at least once every three years.	P	AR 200-1 USFK Pam 200-1	9	9	9
10. Establishes and maintains baseline guidance documents for the protection of the environment at all US installations in the ROK. Maintains monitoring records.	P	USFK Pam 200-1	10	10	10
11. Serves as the central point of contact for all petroleum spills and environmental incidents within USFK. Receives reports and monitors spill response.	P	AR 200-1, USFK Reg 703-1	11	11	11
12. Reviews potential requirements for remediation and makes recommendations to EUSA and to USFK as the DOD Environmental Executive Agent.	P	DODD 4715.1	12	12	12
13. Responsible for the development and implementation of the Environmental Annex for operational plans. Provides information on potable water sources. Develops guidance and practices to minimize unnecessary clearing, soil erosion, degradation of air and water quality, and habitat destruction; and to protect identified environmentally sensitive areas. Ensures unnecessary disturbance of historic and cultural resources is avoided.	P	JP 4-04 DODD 6050.16	13	13	13

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

14. Develops and implements a command Quality Assurance Program for water and wastewater treatment and analysis. Develops and maintains EUSA drinking water quality surveillance database.	P	USFK Pam 200-1	14	14	14
15. Organizes and conducts the Environmental Quality Control Committee for EUSA.	P	AR 200-1	15	15	15
16. Establishes and maintains command certification programs for asbestos control; hazardous material/waste management; spill response; water treatment facility operators; and wastewater treatment facility personnel.	P	DODD 5030.41 USFK Pam 200-1	16	16	16
17. Provides policy guidance and oversight to subordinate commands and activities to execute the Army Pest Management Program. Conducts on-site program reviews. Evaluates Installation Pest Management Plans for conformance to program standards. Certifies personnel as pesticide applicators. Provides installations with a list of approved pesticides. Provides guidance, in coordination with the command surgeon, to implement program requirements for military deployments during contingency operations. Accredits Professional Pest Management Personnel (PPMP), Pest Management Quality Assurance Evaluators (PMQAEs), and Installation Pest Management Controllers (IPMCs).	P	DODI 4150.7 AR 200-5, USFK Pam 200-1	17	17	17
18. Reviews and approves command environmental management plans.	P	DODD 5030.41	18	18	18

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|---|----------|---|-----------|-----------|
| <p>19. Provides command and technical supervision of the Natural Resources Management Program including management of lands, wetlands, forests, wildlife, threatened and endangered species, and other natural resources special interest areas. Assists installations with developing and implementing conservation programs. Reviews installation natural resource plans, program, projects, reports, and environmental documents for technical adequacy. Maintains surveillance over land utilization and management. Coordinates with other agencies engaged in natural resources management.</p> | <p>P</p> | <p>DODI 4150.3
AR 200-3</p> | <p>19</p> | |
| <p>20. Ensures that the environmental impact of all actions are considered in decision making processes. Assists in the planning and review of command real property transactions, construction projects, and renovation projects. Monitors actions within the command. Reviews proposed legislation, regulations, policies, and directives for impact on USFK and EUSA missions.</p> | <p>P</p> | <p>DODD 4715.1,
AR 200-2
USFK OPLAN 5027</p> | <p>20</p> | <p>19</p> |
| <p>21. Ensures that host-tenant agreements address compliance with the Environmental Governing Standards (EGS).</p> | <p>P</p> | <p>USFK Pam 200-1</p> | <p>21</p> | <p>20</p> |
| <p>22. Supports the Theater Master Plan (TMP) with inputs and updates of the Environmental Annex and provides environmental reviews of TMP actions.</p> | <p>C</p> | <p>DODD 6050.7</p> | <p>22</p> | |
| <p>23. Serves as a member of the Combined Ammunition Demilitarization Executive Council (CADEC).</p> | <p>C</p> | <p>USFK and ROK
MND MOA on
Ammunition
Demilitarization
Facility</p> | <p>23</p> | |

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|---|---|----------------|----|-------|
| 24. Supports Integrated Training Area Management (ITAM) by executing aspects of ITAM support as designated by G3. | C | AR 350-4 | 24 | |
| 25. Serves as a member of the Utilities Subcommittee. | C | USFK Reg 10-11 | 25 | 21 21 |
| 26. Coordinates command environmental awareness activities. | P | AR 200-1 | 26 | 22 22 |
| 27. Recognizes environmental protection and enhancement efforts with a command awards program. | P | AR 200-1 | 27 | |
| 28. Inspects and assists environmental programs at the MSCs through participation in EUSA Command Inspection Program. | C | EUSA Pam 200-1 | 28 | |

PLANNING, PROGRAMMING, AND CONSTRUCTION DIVISION (EAEN-PPC, 723-7038)

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|---|---|---|---|---|
| 1. Provides policy and guidance on areas of installation to theater level master planning, and facility construction project programming. | P | USFK Reg 15-1
USFK Cir 405-98-1
AR 210-20 | 1 | 1 |
| 2. Develops, maintains, and manages the Theater Master Plan, Army (TMP-A). | P | TMP-A | 2 | 3 |
| 3. Develops, maintains and manages the Eighth U. S. Army Future Years Development Plan (FYDP). | P | USFK Reg 15-1
USFK Cir 405-98-1
AR 210-20 | 3 | 4 |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency

4. Manages all EUSA-sponsored Military Construction (MILCON). Monitors Non-Appropriated Fund (NAF), Defense Medical, Department of Defense Dependent Schools, and Force Protection major projects.	P	AR 210-20 EUSA TMP-A USFK Cir 405-98-1	4	
5. Coordinates with MSCs, develops, reviews and submits annually a five year Host Nation Funded Construction program to USFK.	P	USFK Cir 405-98-1 USFK Reg 15-1 AR 210-20	5	5
6. Coordinates with the Military Engineering and Topographic division; reviews jointly with G-3 and G-4; and develops, prioritizes and submits annually the EUSA Exercise-Related Construction program to USFK.	C	USFK Reg 15-1 USFK Cir 405-98-1 AR 210-20	6	
7. Jointly manages, with USFK, the Contingency Construction List (CCL).	P	EUSA OPLAN 5027	7	2 2
8. Coordinates all master planning (installation to theater level) for US installations. Ensures that plans are developed to allow consolidation of US forces into fewer installations.	P	AR 210-20 EUSA TMP-A USFK Cir 405-98-1	8	6
9. Identifies facility deficiencies and surpluses using the Real Property Planning and Analysis System (RPLANS) and the Installation Status Report, Part 1.	P	DA Pam 415-28 AR 405-45 AR 415-28	9	
10. Monitors and ensures that the Army Stationing and Installation Plan database is updated annually.	P	AR 5-18	12	
11. Provides planning and programming support to major military exercises and contingency.	P	DA Pam 415-28 AR 405-45 AR 415-28	11	8

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, ENGINEER				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|--|---|---|----|----|---|
| 12. Oversees planning and programming of facilities in conjunction with current DOD Anti-Terrorism/Force Protection (AT/FP) design criteria. | P | AR 525-13
W/EUSA Suppl 1 | 10 | 7 | 3 |
| 13. Provides annual command budget, POM, and Office of the Secretary of Defense (OSD) Program Budget Decision (PBD) input on MILCON and Host Nation Construction. | P | AR 415-15 | 13 | 9 | |
| 14. Manages all facility Army systems with Theater applications, to include the Army Stationing and Installation Program (ASIP), Installation Status Report (ISR), Real Property Plans and Analysis System (RPLANS), and Integrated Facilities System (IFS). | P | DA Pam 415-28
AR 405-45
AR 415-28 | 14 | | |
| 15. Coordinates, prepares and convenes the EUSA Construction Requirements Review Committee (CRR) to develop and prioritize the EUSA Host Nation Funded Construction and Military Construction, Army (MCA) programs over the POM years. | P | EUSA Reg 15-3 | 15 | 10 | |

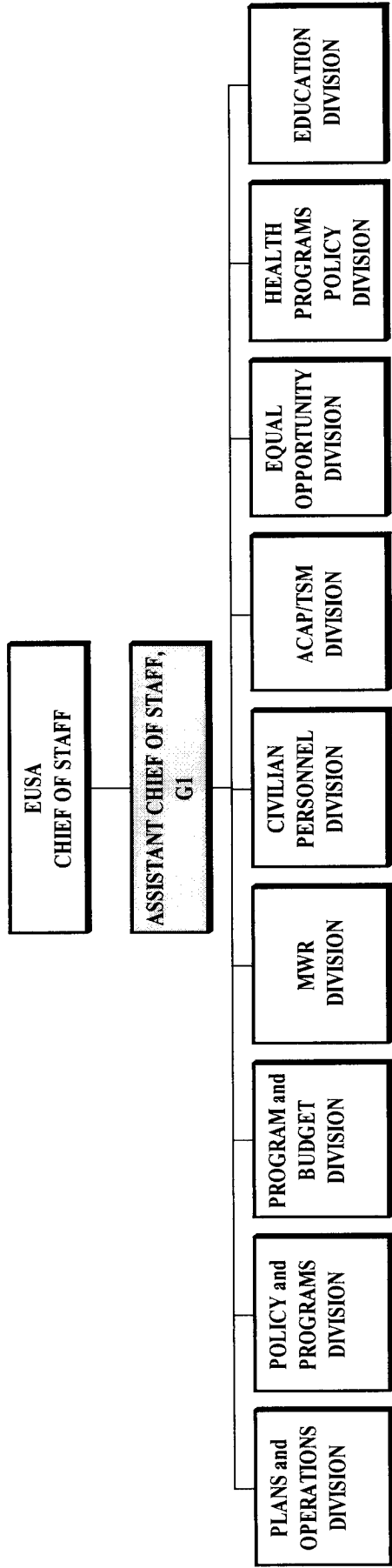
APPENDIX P

ASSISTANT CHIEF OF STAFF, G1

ORGANIZATION: As shown on the organization chart.

MISSION: Serves as the Staff principal for Army Personnel. Provides personnel policy and guidance for all Eighth United States Army (EUSA) military and civilian activities. Serves as the Army's proponent for Family Support, Health and Equal Opportunity Programs; serves as EUSA's appropriated funds and budgeting execution system proponent for community and morale support activities, personnel support, administration and education programs. With the initiation of hostilities, serves as the Army Staff principal for personnel as outlined in FM 101-5 and becomes the Joint Task Force (JTF) Noncombatant Evacuation Operations (NEO) J1 for the evacuation of noncombatants.

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1		Staff Responsibilities		References		Action		Operations Applicability	
								Armistice Contingency War	

ASSISTANT CHIEF OF STAFF, G1 (EAGA, 723-4226)

1. Advises the Commanding General (CG), EUSA, and staff on issues related to military and civilian personnel policy; human resources development; MWR activities; and education programs.	P	CofS, EUSA	1	1	
2. Provides staff supervision over planning and programming of EUSA's Installation Morale Welfare Recreation Fund (IMWR).	P	AR 215-1 AR 215-2	2	2	
3. Serves as a member on the following EUSA Committees: Senior Resource Council, Civilian Training Committee, Incentive Award Review, Living and Civic Affairs, Joint Labor Affairs, Civilian High Grade Review, and Clothing Board.	C	CofS, EUSA	3		
4. Serves as the principal advisor to and representative of the Commanding General, EUSA, on civilian personnel management.	P	USCINCPAC-Inst 12000	4	3	
5. Serves as the chairman of the MacArthur Leadership Award board and the Commander's Advisory Council on Community Life.	P	CofS, EUSA	5		

ARMY CAREER ALUMNI PROGRAM (ACAP)/TRANSITION ASSISTANCE MANAGER (TSM) DIVISION (EAGA-ACAP, 738-7336)

1. Manages the ACAP and provides transition assistance job assistance to eligible service members, civilians, and their family members.	P	DODI 1332.36 DODD 1332.35 P.L. 102.484	1	1	1
2. Primary advisor and resource for the commander on issues involving transition and job assistance services throughout the EUSA.	P	HQDA ACAP	2	2	2

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|---|---|---|---|---|---|
| 3. Establishes and implements transition and job assistance policies consistent with guidance from HQDA ACAP. | P | HQDA ACAP
DODI 1332.36
DODD 1332.35 | 3 | 3 | 3 |
| 4. Serves as the TA to the COR for ACAP services and as the QAE. Analyzes and evaluates data to determine effectiveness of ACAP and to program additional services as needed. | P | HQDA ACAP | 4 | 4 | 5 |
| 5. Serves as the ombudsman for transitioning personnel, verifying client eligibility. | P | HQDA ACAP | 5 | 5 | 4 |
| 6. Approves logistic support requests for invited contractors providing ACAP services under a HQDA contract. | P | USFK Reg 210-60
USFK Reg 700-19
USFK Pam 210-60 | 6 | 6 | 6 |
| 7. Manages local ACAP budget and prepares justifications for funding of programs and resources. | P | HQDA ACAP | 7 | 7 | 7 |
| 8. Hosts, plans, coordinates, and markets all local job fairs. | P | HQDA ACAP
DODI 1332.36
DODD 1332.35 | 8 | 8 | 8 |
| 9. Designs and produces marketing material, plans and schedules and implements the ACAP marketing plan. | P | HQDA ACAP | 9 | 9 | 9 |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

10. Coordinates all Department of Veterans Administration visits to Korea and initiate all housing and requests for logistical support of TDY personnel.	P	OSD HQDA ACAP HQ EUSA G-1	10	10
11. Ensure maintenance of and accountability of all government equipment. Coordinates with DOIM and DPW on facility and automated equipment maintenance.	P	HQDA ACAP HQ EUSA G-1	11	11 6
EDUCATION DIVISION (EAGA-ED, 723-3764)				
1. Manages and provides Army Continuing Education System (ACES) programs and services.	P	AR 621-5	1	1 1
2. Establishes EUSA policy consistent with guidance received from Headquarters, US Total Army Personnel Command (PERSCOM), TAPC-PDE.	P	AR 621-5	2	2 2
3. Plans programs and defends the ACES Budget and recommends target allocation for the fiscal expenditures to subordinate commands.	P	AR 621-5	3	3 3
4. Provides technical guidance to subordinate commands and staff assistance visits upon request.	P	AR 621-5	4	4 4
5. Provides a contracting officer's representative (COR) for ACES Contracting on all educational contracts. Also provides input to Pacific Command Tri-service education contracts and develops work statements for USA Contracting Command Korea (USACCK) contracts. Provides contracting officers technical representation (COTR) for HQDA/TAPC-PDE contracts.	P	FAR/AFARS	5	5 5

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

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|---|---|--|----|----|----|
| 6. Serves as the proponent for Army Personnel Testing (APT) and administers the Defense Activity for Non-Traditional Education Support (DANTES) testing and services. | P | AR 611-5
AR 621-5
DODI 1322.25 | 6 | 6 | 6 |
| 7. Provides the support for soldiers training courses at the operating level. | P | AR 621-5
AR 351-1
AR 621-6 | 7 | 7 | 7 |
| 8. Approves logistic support requests for invited contractors providing learning center/testing services under an Armywide Contract. | P | USFK Reg 700-19 | 8 | 8 | 8 |
| 9. Directs subordinate commands to conduct an ongoing, continuous needs assessment and to develop an Education Services Brochure based on command needs. | P | AR 621-5 | 9 | 9 | 9 |
| 10. Conducts the EUSA annual Organization Inspection Program (OIP) of Area Support Group (ASG) education programs and services. | P | AR 1-201, AR 621-5, EUSA Reg 1-201 | 10 | 10 | 10 |
| 11. Serves as Career Program Manager for the Education Career Program (CP-31). | P | AR 690-950 | 11 | 11 | 11 |
| 12. Supports the Army Career and Alumni Program (ACAP) through counseling provided at ASG education centers. Counseling on veteran's educational benefits is the primary focus. | P | PL 101-510
AR 621-5
AR 621-202 | 12 | 12 | 12 |
| 13. Serves as EUSA Advisor/Representative on matters of Status of Forces Agreements (SOFA) and Department of Defense Dependents Schools (DoDDS). | P | USFK Reg 10-10
USFK Reg 10-11
USFK Reg 352-2 | 13 | 13 | 13 |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

PROGRAM AND BUDGET DIVISION (EAGA-PB, 723-3172)

1. Develops the G1 Program Objective Memorandum (POM) and Commander in Chief, Pacific (CINCPAC) Integrated Priority List (IPL), Budget Estimates (BES) schedules, charts, Commander's narratives and unfunded requirements, identifying shortfalls and the impacts on the command if requirements remain unfunded.

P
 AR 1-1;AR 215-1,
 3,4,5,6,7, DFAS-IN
 37-1
 DFAS-IN 37-100-
 XX; DFAS-IN
 7097.1;
 DODFM Reg
 700.14R
 EUSA Reg 37-1
 EUSA Reg 215-
 10,11
 USFK Reg 37-1

2. Provides APF programming, for Morale, Welfare, Recreation (MWR), Army Continuing Education (ACES), Law Enforcement, Installation Personnel Support, Financial Management activities, Counter Narcotics, Local Headquarters and other programs for which the G1 is assigned as Program Director (PD).

P
 EUSA Reg 37-1

3. Provides financial management, policy and guidance to G1 activities

P
 DFAS IN Reg 37-1
 EUSA Reg 37-1

4. Analyzes, interprets DA/DOD/OMB budget, program guidance.

P
 AR 215-1
 DFAS IN Reg 37-1

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|--|---|------------------|----|--|
| 5. Analyzes authorization and appropriations legislation, responds to inquiries from higher Headquarters, and reviews Office of Secretary of Defense (OSD) Program and Budget Decision (PBDs) to assesses the impact on the ACofS G1 programs. | P | DFAS IN Reg 37-1 | 5 | |
| 6. Attends programming meetings such as Program Budget Advisory Committee (PBAC) as a voting member and as a subject matter expert for ACofS G1 in Senior Resource Committee (SRC)/Council of Colonels. | P | DFAS IN Reg 37-1 | 6 | |
| 7. Allocates funds to individual organizations/programs based upon an analysis of budget estimates, historical data, projected workload and approved funding. | P | DFAS IN Reg 37-1 | 7 | |
| 8. Provides management with financial reports showing the status of receipts, obligations, and expenditures of funds. | P | DFAS IN Reg 37-1 | 8 | |
| 9. Monitors monthly obligations, expenditures and workyear limitations for ACofS G1 assigned accounts. | P | DFAS IN Reg 37-1 | 9 | |
| 10. Reviews Standard Form (SF) 52, Request for Personnel Actions for G1 APF Via Personnel Process Improvement (PPI) automated system. | C | G1 Direction | 10 | |
| 11. Prepares reports of Non-Reimbursable Appropriated Funds support to MWR activities. | P | EUSA Cir 11-95-1 | 11 | |
| 12. Maintains G1 portion of Eighth United States Army (EUSA) Interservice Support Agreements (ISSA), Memorandum of Agreements (MOAs)/Memorandum of Understandings (MOUs). | C | EUSA Reg 37-1 | 12 | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

13. Plans, develops, implements and maintains budget/financial systems and interfaces for agency or command-wide application. P DFAS IN Reg 37-1 13

14. Serves as the proponent for G1 Management Control Program (MCP). P DFAS IN Reg 37-1 14

PLANS AND OPERATIONS DIVISION (EAGA-PO, 723-9040)

1. Provides personnel support and coordination for the development and execution of plans, orders, personnel annexes, checklists, and personnel strength accounting systems for all exercises and contingency missions. P AR 600-8-1 1
w/EUSA Suppl 1
USFK Reg 690-11
USFK Reg 690-22
USFK Reg 1-40
OPLAN 5027

2. Tracks and maintains accountability of all Department of Defense (DOD) Emergency Essential Civilians (EECs) deployability statuses. P USFK Reg 140-1 8
(c)EUSA Reg 616-1

3. Provides information related to emergency, contingency, and crisis action planning and management to ensure personnel functions are updated and accurate. P CFC Crisis Action 4
SOP

4. Provides manpower/personnel support and coordination during development of and execution of the wartime OPLAN and exercises. P OPLAN 5027 3 2

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

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|---|---|---|-----|
| 5. Tracks and maintains accountability of Anthrax refusals and reports the information to the Department of the Army. | P | DOD Directive 6205.3 | 9 |
| 6. Manages individual augmentees for contingency situations and all exercises. | C | USCINCPAC Inst 3550.1M | 2 1 |
| 7. FFPI: Provides updated NEO demographics for ICAPs. Sustainment: tracks long-term continuous cycle of issue, training, and turn-in of noncombatant chemical/biological protective masks and the ICAPs training and contingency systems. | P | USFK NEO Mask OPLAN
Joint Pub 3-11
Joint Pub 3-07-5
UNC/CFC Planning Guide, 1JUL86
UNC/CFC OPLAN 5027-98
EUSA NEO OPLAN 5027-NEO | 6 |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1		References	Operations Applicability	
Staff Responsibilities	Action		Armistice	Contingency War

8. JTF NEO: Provides staff support capabilities, contributing to the rapid assembly, relocation, and evacuation of noncombatant evacuees (NCE) from the Korean peninsula.

MOA Between Dept of State and Defense
 Joint Pub 3-07.5
 CONPLAN 5060-96
 CFC OPLAN 5027-98
 JTF NEO OPLAN 5027-NEO
 USFK Pam 600-300
 USFK Pam 600-300-1

C

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9. JMMR: Addresses readiness deficiencies and concerns; assesses and report current readiness for EUSA.

TITLE 10, US CODE
 DOD Man 8910 1
 Nov 86
 J.Pub 1-02, 23 Mar 94
 J.Pub 103.3, 10 Jan 94
 CJCSI 3110.13, 17 May 95
 CJCSI 5714.01A, 1 Mar 99

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

10. Conducts pre-monsoon alert and recalls exercises for all G1 personnel and provides EUSA Weather Response Team members and submit daily JPERSTAT report to USFK as required. P EUSA Destructive Weather SOP USFK Reg 525-13 2

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities	Action	References	Operations Applicability
			Armistice Contingency War

POLICY AND PROGRAMS DIVISION (EAGA-PP, 723-8437)

1. Develops and implements EUSA personnel-related policies and procedures, and traditions, customs and courtesies.

P	AR 600-8-1 w/EUSA Suppl 1 AR 600-8-10 w/EUSA Suppl 1, AR 600-8-14 AR 600-8-22 w/EUSA Suppl 1 AR 614-30 w/EUSA AR 600-25 w/EUSA Suppl 1 AR 600-8-105 w/EUSA Suppl 1 AR 670-1 w/EUSA Suppl 1 AR 930-4 w/EUSA Suppl 1 USFK Reg 614-1 w/EUSA Suppl 1 EUSA Reg 600-55 EUSA Standards Handbook, FM 101-5, FM 12-6	1	1
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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency
			War	

2. Develops and recommends policy guidance relating to EUSA personnel programs, benefits and entitlements.

	P	JFTR, Vol 1	2	2	2
		USFK Reg 600-55			
		EUSA Reg 600-55			
		AR 608-20 w/EUSA			
		Suppl 1			
		DA Circular 600-96-			
		1			
		USFK Reg 1-40 w/			
		EUSA Suppl 1			
		USFK Reg 614-1 w/			
		EUSA Suppl 1			
		AR 930-4 w/EUSA			
		Suppl 1			
		EUSA Pam 1-201			
		FM 101-5, FM 12-6			

PROGRAMS BRANCH (EAGA-PP-PR, 723-8442)

1. Administers and maintains the Command Sponsorship Program within EUSA.

	P	USFK Reg 614-1 w/	X		
		EUSA Suppl 1			

2. Maintains and controls the command sponsorship database for EUSA in coordination with the ACofS, J1.

	P	USFK Reg 614-1 w/	X		
		EUSA Suppl 1			

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

3. Administers the Travel Clearance Program within EUSA.	P	USFK Reg 1-40 w/ EUSA Suppl 1	X	
4. Administers the Army Voting Assistance Program.	P	AR 608-20 w/ EUSA Suppl 1	X	
5. Administers the annual Army Emergency Relief Campaign.	P	AR 930-4 w/EUSA Suppl 1	X	
6. Collects and reports information pertaining to implementation of the Lautenberg Amendment.	P	DA policy guidance and requests for information.	X	
7. Serves as team chief for the personnel portion of the EUSA Command Inspection Program.	P	EUSA Pam 1-201	X	
8. Administers the MacArthur Leadership Award process within EUSA.	P	DA Cir 600-96-1	X	
9. Oversees the Korean Cultural Awareness Program within EUSA.	P	USFK Reg 600-55 EUSA Reg 600-55 EUSA Policy Letter #19	X	

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1		References	Action	Staff Responsibilities		
				Armistice	Contingency	War

3. Researches and provides replies to personnel-related issues and reviews proposed regulations from other staff sections for impact on personnel service support.

4. Provides policy input into the development of operations orders and annexes.

MORALE, WELFARE, AND RECREATION (MWR) DIVISION (EAGA-MWR, 723-4149)

1. Ensures that proper MWR activities are provided and operated throughout Eighth United States Army.

2. Oversees policies pertaining to Morale, Welfare and Recreation services.

3. Administers the Nonappropriated Funds (NAF) MWR Single Fund in Korea.

4. Ensures a balanced, cost-effective distribution of resources, consistent with Army goals among MWR activities and support groups (SGs)/garrisons.

5. Manages the NAF manpower program. Approves and documents NAF manpower documents.

6. Manages Capital Purchases and Minor Construction (CPMC) programs and NAF major construction programs.

	P	FM 101-5 FM 12-6	X	X	X
	P	FM 101-5	X	X	X
	P	AR 215-1 AR 215-2	1	1	1
	P	Chief of Staff Direction	8	8	7
	P	Cdr, EUSA	2	2	2
	P	AR 215-1	3	3	3
	P	AR 215-1	5	5	4
	P	AR 215-1	6	6	5

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

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|--|---|---------------------------------------|----|----|---|
| 7. Reviews and analyzes MWR business and recreation programs. | P | AR 215-1 | 9 | 9 | 8 |
| 8. Performs market studies to determine MWR needs and promotes MWR programs through various media. | P | AR 215-1 | 10 | 10 | 9 |
| 9. Manages the NAF Management Information Systems (MIS) program in Korea. | P | AR 215-1 | 7 | 7 | 6 |
| 10. Serves as staff POC for the MWR Strategic Action Plan. | P | As Directed | 11 | | |
| 11. Manages the Army Lodging Program in Korea and administers the Army Lodging NAF Single Fund. | P | AR 210-50
AR 215-1
DODI 1015.12 | 4 | 4 | |

MANAGEMENT INFORMATION SYSTEMS BRANCH (EAGA-MWR-MIS, 723-3746)

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|--|---|-----------------------|---|--|---|
| 1. Manages the NAF MWR Management Information System (MIS) programs in Korea. | P | AR 215-1 | X | | X |
| 2. Serves as a voting member on the Army's Morale Welfare and Recreation (MWR) Management Information System Steering Committee (MISSC), designating Army standard solutions to automating MWR functional areas. | P | CFSC | X | | X |
| 3. Identifies, reviews, plans and coordinates fielding and maintenance of MISSC solutions (both hardware and software) throughout Korea. | P | CFSC
G-1 Direction | X | | X |
| 4. Assists in the development and implementation of EUSA unique management information needs. | P | G-1 Direction | X | | X |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

RESOURCE MANAGEMENT BRANCH (EAGA-MWR-RM, 725-5053)

1. Ensures that MWR issues are identified and coordinated throughout Eighth United States Army.	P	AR 215-1 AR 215-4	X	X
2. Provides advice to the Single Fund Manager.	P	AR 215-1	X	
3. Supervises the development of EUSA's MWR annual and five-year construction program.	P	AR 215-1	X	X
4. Oversees the financial management of EUSA's NAF single fund, and plans, programs, analyses and executes NAF and APF budgets.	P	AR 215-1	X	X
5. Develops and publishes policies to control and ensure the proper use of NAF funds.	P	AR-215-1	X	X
6. Manages the Risk Insurance Management Program (RIMP) for EUSA.	P	AR-215-1	X	X
7. Provides command oversight of private organizations.	P	AR 210-1	X	
8. Develops, publishes and provides command oversight of NAF manpower and civilian personnel policies to include maintenance and control of the EUSA NAF Personnel Requirements Document.	P	AR 215-1 AR 215-3	X	X
9. Supervises the logistics operations in support of MWR in EUSA.	P	As Directed	X	X

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

10. Manages the EUSA Lodging Program.	P	AR 215-1 AR 210-50 DODI 1015.12	X	
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MARKETING BRANCH (EAGA-MWR-M, 723-8472)

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|---|---|--------------|---|--|
| 1. Provides Korea-wide policy and administration for the MWR Marketing Program. | P | AR 215-1 & 2 | X | |
| 2. MWR staff responsibility for the development of the installation needs assessment surveys in support of the MWR business plan. | P | AR 215-2 | X | |
| 3. Assists programmers and managers in developing business/services/support alternatives based upon information collected through market research. | P | As Directed | X | |
| 4. Develops customer feedback mechanisms to assist all levels of management in monitoring plan and programs effectiveness. | P | As Directed | X | |
| 5. Assists in the planning, promotion and coordination of community MWR and family events. | P | As Directed | X | |
| 6. Provides graphic arts support to programs and events. | P | AR215-1,2,&5 | X | |
| 7. Evaluates marketing expenditures in relation to appropriate performance measures (i.e., increased revenue, participation rates, awareness levels, customer satisfactions, etc.). | P | AR 215-1 & 2 | X | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|--|---|----------------------------|---|--|
| 8. Administers the commercial sponsorship program/commercial advertising program. | P | AR 215-4 &5
EUSA Policy | X | |
| 9. Serves as EUSA Program Manager for commercial travel operations. | P | AR 215-1 | X | |
| 10. Supervises the development of policy, guidance and procedures for a comprehensive MWR training program to include both customer service and professional development training. | P | AR 215-2 | X | |
| 11. Edits and publishes the EUSA MWR Annual Report, press releases and new stories. | P | AR 215-1 | X | |
| BUSINESS PROGRAMS BRANCH (EAGA-MWR-B, 723-4153) | | | | |
| 1. Establishes command policies and management procedures for community operation programs that are consistent with applicable service policies. | P | AR 215-2
G1 Direction | X | |
| 2. Develops Major Army Command (MACOM) policies and procedures concerning authorized patronage and location of recreational machines. | P | AR 215-2
G1 Direction | X | |
| 3. Maintains liaison with professional organizations, i.e., International Military Community Executives Association (IMCEA). | C | AR 215-2
G1 Direction | X | |
| 4. Develops EUSA policies and procedures for honorary membership. | P | AR 215-2
G1 Direction | X | |

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

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|---|---|--------------------------|---|--|
| 5. Monitors and evaluates the effectiveness and efficiency of support groups/garrison business activities. | C | AR 215-2
G1 Direction | X | |
| 6. Serves as the Liaison Office with the Army and Air Force Exchange Service (AAFES) in regards to business operations. | C | GJ1 Direction | X | |
| 7. Provides facility maintenance for MWR bowling. | P | G1 Direction | X | |
| 8. Reviews and recommends community operation pricing, e.g. menu management, miniatures, resales, fees and charges. | C | AR 215-2 | X | |
| 9. Conducts managerial assistance visits. | P | AR 215-2 | X | |
| 10. Participates in the review of MWR audits and inspections. | P | AR 215-2 | X | |
| 11. Recommends new programs to meet the needs and interests of members of the military community. | C | AR 215-2 | X | |
| 12. Coordinates with CFSC on matters concerning business activities, and assists in project validation assessment activities. | C | AR 215-2 | X | |
| 13. Participates on project validation assessment for business NAF major construction projects and CPMC. | C | AR 215-1 | X | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1		References	Operations Applicability	
Staff Responsibilities	Action		Armistice	Contingency War

CABLE TELEVISION BRANCH (EAGA-MWR-CA, 738-4304)

- | | | | | |
|---|---|--------------|---|--|
| 1. Establishes the overall Cable TV (CATV) system supporting soldiers throughout South Korea. | P | G1 Direction | X | |
| 2. Obtains all CATV programming from affiliates. | P | G1 Direction | X | |
| 3. Maintains the CATV systems and serves as COR. | P | G1 Direction | X | |
| 4. Maintains quality control of the CATV systems. | P | G1 Direction | X | |
| 5. Accounts for all property associated with the CATV project. | P | G1 Direction | X | |

RECREATION BRANCH (EAGA-MWR-R, 723-3346)

- | | | | | |
|---|---|--------------------------------------|---|---|
| 1. Establishes command policies and management procedures. | P | AR 215-1
AR 25-1
G-1 Direction | X | X |
| 2. Maintains liaison with professional organizations, i.e., American Library Association, National Recreation and Parks Association, etc. | P | AR 215-1
G-1 Direction | X | |
| 3. Develops policies, guidance, and procedures for a comprehensive recreation training program. | P | AR 215-1
G-1 Direction | X | |
| 4. Monitors and evaluates the effectiveness and efficiency of support groups/garrison recreation programs. | C | AR 215-1
G-1 Direction | X | |

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

5. Serves as the Liaison Officer with AAFES and the USO in regards to major Field Training Exercises (FTXs) and MWR wartime operations.	P	AR 215-1 G-1 Direction	X	X
6. Reviews and recommends community recreation program resale, fees, and charges.	C	AR 215-1 G-1 Direction	X	
7. Conducts managerial assistance visits.	C	AR 215-1 G1 Direction	X	
8. Participates in the review of MWR audits and inspections.	C	AR 215-1 G-1 Direction	X	
9. Recommends new programs to meet the needs and interests of members of the military community.	C	AR 215-1	X	X
10. Coordinates with CFSC on matters concerning recreation and competitions, special events, sports training camps and wartime planning.	C	AR 215-1 G-1 Direction	X	X
11. Serves as the COR on recreation program contracts.	P	AR 215-1 G-1 Direction	X	X
12. Serves as the executive agency for Korea-wide scheduling of DOD and DOD/United Service Organization (USO) shows.	P	USCINCPAC Inst 1700.15 AR 215-6	X	X
13. Develops and monitors the EUSA offshore (commercial) entertainment program.	P	AR 215-1 G-1 Direction	X	X

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

- | | | | | |
|--|---|---------------------------|---|---|
| 14. Provides Korea-wide policies and administration for the entertainment (Music & Theater) program activities. | P | AR 215-1
G-1 Direction | X | |
| 15. Develops and produces EUSA soldier shows. | P | AR 215-1
G-1 Direction | X | |
| 16. Provides professionally administered recreation services. | C | AR 25-1
AR 215-1 | X | X |
| 17. Selects, acquires, organizes, retrieves and disseminates library knowledge-based information resources, programs and services. | P | AR 25-1 | X | X |
| 18. Maintains liaison with the Education Division, G-1 and academic institutions to assure library support to classroom instruction. | C | AR 25-1 | X | X |
| 19. Serves as the action office for MWR support for the wartime mission and major field exercises. | P | EUSA OPLAN 5027 | X | X |
| 20. Serves as the action office for "Better Opportunities for Single and Unaccompanied Soldiers" (BOSS). | P | AR 215-1 | X | |
| 21. Provides Korea-wide training on arts & crafts and recreation techniques and processes. | P | AR 215-1 | X | |

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

FAMILY PROGRAMS BRANCH (EAGA-MWR-F, 725-5190)

1. Establishes command policies and management procedures for family programs.	P	AR 215-2 G-1 Direction	X	
2. Maintains liaison with professional organizations, i.e. National Association for the Education of Young Children.	C	AR 215-2 G1 Direction	X	
3. Develops policies, guidance, and procedures for a comprehensive family program training program.	P	AR 215-2 G1 Direction	X	
4. Monitors and evaluates the effectiveness and efficiency of support groups family programs.	P	AR 215-2 G1 Direction	X	
5. Reviews and recommends family program resales, fees and charges.	C	AR 215-2 G-1 Direction	X	
6. Conducts managerial assistance visits.	C	AR 215-2 G1 Direction	X	
7. Participates in the review of MWR audits and inspection.	C	AR 215-2 G-1 Direction	X	
8. Recommends new programs to meet the needs and interests of members of the military community.	P	AR 215-2	X	
9. Serves as the COR on family program contracts.	P	G-1 Direction AR 215-2	X	

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1		References	Action	Operations Applicability		
Staff Responsibilities				Armistice	Contingency	War

10. Ensures Criminal History Background Checks are completed on all staff/volunteers working with youth.	P	AR 215-2		X		
CIVILIAN PERSONNEL DIVISION (EAGA-CP, 724-6458)						
1. Serves as the principal advisor to and representative of the Commanding General, EUSA, on civilian personnel management and to the CINC United States Forces, Korea (USFK) on Korean National (KN) personnel program.	P	USCINCPAC Inst 12200.3, USFK Reg 690-1		X		X
2. Serves as the principal point of contact with HQDA and DOD for EUSA civilian personnel administration.	P	AR 690-250		X		X
3. Serves as the Army member and chairman, Joint Labor Affairs Committee (JLAC), for the tri-service development and implementation of a uniform personnel system for local national (LN) employees.	P	USCINCPAC Inst 12200.3		X		X
4. Manages the development of uniform personnel policies, procedures, and practices and provides technical guidance and assistance for civilian personnel administration.	P	USCINCPAC Inst 12200.3 USFK Reg 690-250		X		X
5. Serves as the principal point of contact with the Republic of Korea (ROK) Ministry of Labor and other ROK Government Ministries on civilian personnel/labor affairs.	P	USCINCPAC Inst 12200.3 USFK Reg 690-250		X		X
6. Maintains liaison with the U.S. Embassy on civilian personnel matters.	P	USCINCPAC Inst 12200.3 DSSR		X		X

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

7. Serves as the Chairman of the US Component, Labor Subcommittee of the Status of Forces Agreement Committee.	P	USFK Reg 690-250	X		X
8. Represents the Command during consultations and negotiations with LN labor union officials on command labor and employment issues.	P	USCINCPAC Inst 12200.3, USFK Reg 690-250	X		X
9. Represents EUSA and Operational Control (OPCON) units and HQ USFK in labor relations with US union, and determines the civilian personnel position in third-party actions and submissions to HQDA on US labor-relations matters.	P	AR 690-250	X		X
10. Conducts continuous reviews and evaluations of EUSA civilian personnel administration activities to include on-site personnel management program evaluations.	P	AR 690-250	X		
11. Develops and defends resources for civilian personnel services and programs.	P	DA/RM Taskings	X		
12. Provides MACOM oversight and liaison for Army regional civilian personnel services, standard Korea Region-wide processes, automation, performance reporting, and personnel staff skills.	P	DA/CG Memo	X		X
13. Serves as the MACOM Career Program Manager and member of Army Planning Board for CP-10.	P	AR 690-950	X		
LABOR & PERFORMANCE MANAGEMENT BRANCH (EAGA-CP-LPM, 724-4104)					
1. Develops policies for USFK-wide LN Labor Relations and for EUSA unique elements of the US Labor Relations program.	P	USCINCPAC Inst 12200.3 AR 690-700 USFK Reg 690-711	X		X

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

2. Serves as the technical authority for US and LN labor-management relations.	P	AR 690-700	X	
3. Serves as the point of contact with national level LN labor union officials to exchange information and discuss and negotiate EUSA or USFK-wide issues and problems.	P	USCINCPAC Inst 12200.3	X	X
4. Serves as the POC with National Federation of Federal Employees (NFFE) Local on EUSA/OPCON unit US labor-management issues.	P	AR 690-700	X	X
5. Maintains liaison with the ROK Ministry of Labor to implement effective EUSA labor and employee relations programs.	P	USCINCPAC Inst 12200.3	X	X
6. Develops policies for USFK-wide LN employee relations.	P	USCINCPAC Inst 12200.3	X	X
7. Develops policies for EUSA implementation of OPM and HQDA US employee relations programs.	P	AR 690-250	X	X
8. Develops policies and procedures for USFK-wide LN conduct and discipline programs and LN grievance and appeal systems.	P	USCINCPAC Inst	X	X
9. Develops EUSA implementing policies for US conduct and discipline and maintains staff overview of the EUSA US employee grievance and appeals systems.	P	AR 690-250	X	

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

- | | | | | |
|---|---|------------------------------|---|---|
| 10. Develops USFK-wide policies and procedures for LN leave administration, hours of duty, scheduling of work, holidays, performance appraisal system, and incentive awards. | P | USCINCPAC Inst 12200.3 | X | X |
| 11. Develops implementing EUSA policies and procedures for US programs such as leave administration, hours of duty, scheduling of work, holidays, incentive awards, and employee-management communications. | P | AR 690-250 | X | |
| 12. Develops implementing policies and procedures for EUSA-wide training and development programs. Monitors the expenditure of Army Civilian Training and Education Development System (ACTEDS) funds. | P | AR 690-400 | X | |
| 13. Develops and communicates objectives and priorities for the EUSA performance management systems. Oversees program administration to ensure regulatory compliance. | P | AR 690-250 | X | |
| 14. Administers the Incentive Awards Program at the EUSA level including Employee of the Year competition and ceremony. | P | AR 672-20
USFK Reg 672-2 | X | |
| 15. Coordinates mobilization planning for civilian workforce management, develops EUSA policies implementing higher HQ guidance, and serves as technical authority. | P | AR 690-11
USFK Reg 690-11 | X | X |
| 16. Coordinates the administration of DA career program management and the EUSA DA Career Intern program. | P | AR 690-500 | X | |

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities				
	Action	References	Operations Applicability	
			Armistice	Contingency War

- 17. Administers the Korean Employees Appeals Program at the USFK/EUSA level. X
- 18. Surveys, evaluates and reports the statuses of the EUSA-wide and individual Civilian Operation Center (CPOC)/Civilian Personnel Advisory Centers (CPACs) labor, training, mobilization, and performance management programs. X
- 19. Conducts staff assistance visits and provides technical advice and assistance to the CPOC and the CPACs. X

STAFFING AND EMPLOYMENT SERVICES BRANCH (EAGA-CP-SES, 724-4106)

- 1. Develops coordinated policies and procedures for USFK LN civilian personnel programs of Recruitment and Placement (R&P), Reductions in Force/Transfers of Function (RIF/TOF), and employee benefits and entitlements. X
- 2. Develops coordinated policies and procedures for US employees, sets EUSA policy for R&P, RIF, employee benefits and entitlements; interprets and supplements guidance of Army, DOD, OPM, and Department of State; decides overseas benefit cases reserved for MACOM. X
- 3. Serves as the point of contact and develops EUSA instructions for the DOD Priority Placement Program. X
- 4. Develops recommendations for US overseas benefits, allowances, and tours and provides consolidated reports to higher echelons on these matters. X
- 5. Negotiates, monitors and maintains a database of inter/intra-service support agreements for civilian personnel support provided by EUSA. X

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities		Action	References
			Operations Applicability
			Armistice
			Contingency
			War

6. Develops USFK LN qualification standards criteria and provides technical advice.	P	USCINCPAC Inst 12200.3	X			
7. Exercises operational control over the EUSA Civilian Recruiting Office, Seattle, WA.	P	EUSA Reg 690-12	X	X	X	X
8. Provides technical advice and assistance to the operating CPACs and provides consolidated reports regarding R&P, employee benefits and entitlements functions to higher echelons.	P	AR 690-250	X	X	X	X
9. Develops EUSA workforce staffing and reduction projections for civilian execution plan and strategic workforce staffing and reduction plans.	P	HQDA Taskings	X			
10. Leads and coordinates union consultation meetings on RIFs and organization measure which cut across union chapters.	P	USFK Reg 690-1 USFK Reg 690-711	X	X	X	X
11. Serves as the technical civilian personnel point of contact for Wartime Host Nation Support LN work force staffing and release plans and requirements.	P	USFK Reg 690-11 USFK Reg 550-52	X	X	X	X
12. Oversees and coordinates with higher HQ for the EUSA worker compensation program.	P	AR 690-250 USFK 690-250	X	X	X	X

EUSA CIVILIAN RECRUITING OFFICE, DUTY STATION SEATTLE, WASH

1. Plans and conducts an aggressive program to recruit candidates for Army civilian employment in Korea and facilitates processing of selectees.

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1			
Staff Responsibilities			
	Action	References	Operations Applicability
		Armistice	Contingency
		War	

2. Serves as the liaison between CONUS and EUSA CPACs to facilitate processing of selectees. P EUSA Reg 690-12 X

EQUAL OPPORTUNITY DIVISION (EAGA-EO, 723-8524)

1. Monitors and assesses the execution of EO and human relations programs and policies within EUSA. P AR 600-20 1 1 1 1

2. Receives and processes EO complaints and inquiries. P AR 600-20 2 2 2 2

3. Submits Quarterly Narrative and Statistical Report to DA. P AR 600-20 3

4. Trains unit Equal Opportunity Representatives (EORs) in the 80 hours Equal Opportunity Representative Course. C AR 600-20 4

5. Develops EUSA EO and C02 Sexual Harassment Policies, and affirmative action plans. P AR 600-20 5

6. Conducts executive EO/human relations training for leaders. P AR 600-20 7

HEALTH PROGRAMS POLICY DIVISION (EAGA-HPP, 723-7552)

1. Develops policies, guidance, and supervises Army Health Promotion Programs that maximize readiness, combat efficiency, and work performance. P AR 600-63 1

a. Alcohol and Drug Abuse Prevention and Control Program (ADAPCP) prevention education, biochemical testing, and rehabilitation (Community Counseling Center) programs. P AR 600-85 EUSA P.L. #31 2

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G1				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

- | | | | | |
|---|---|----------------------------|---|--|
| b. EUSA policy on sale and consumption of Alcoholic Beverages. | P | USFK Reg 600-40 | 5 | |
| c. EUSA Soldier Risk Reduction Programs. | P | USFK Reg 600-30 | 3 | |
| d. EUSA Smoking Policies. | P | AR 600-63 | 4 | |
| e. EUSA Suicide Prevention Program. | P | USFK P.L.
EUSA P.L. #21 | 6 | |
| 2. Serves as the EUSA COR for the Adolescent Substance Abuse Counseling Service (ASACS) contract. | P | AR 600-85 | 4 | |
| a. EUSA Drug Abuse Resistance Education (DARE) program. | P | USFK DARE MOU | 7 | |
| b. EUSA Soldier Risk Reduction Program. | P | CG Memo | 8 | |

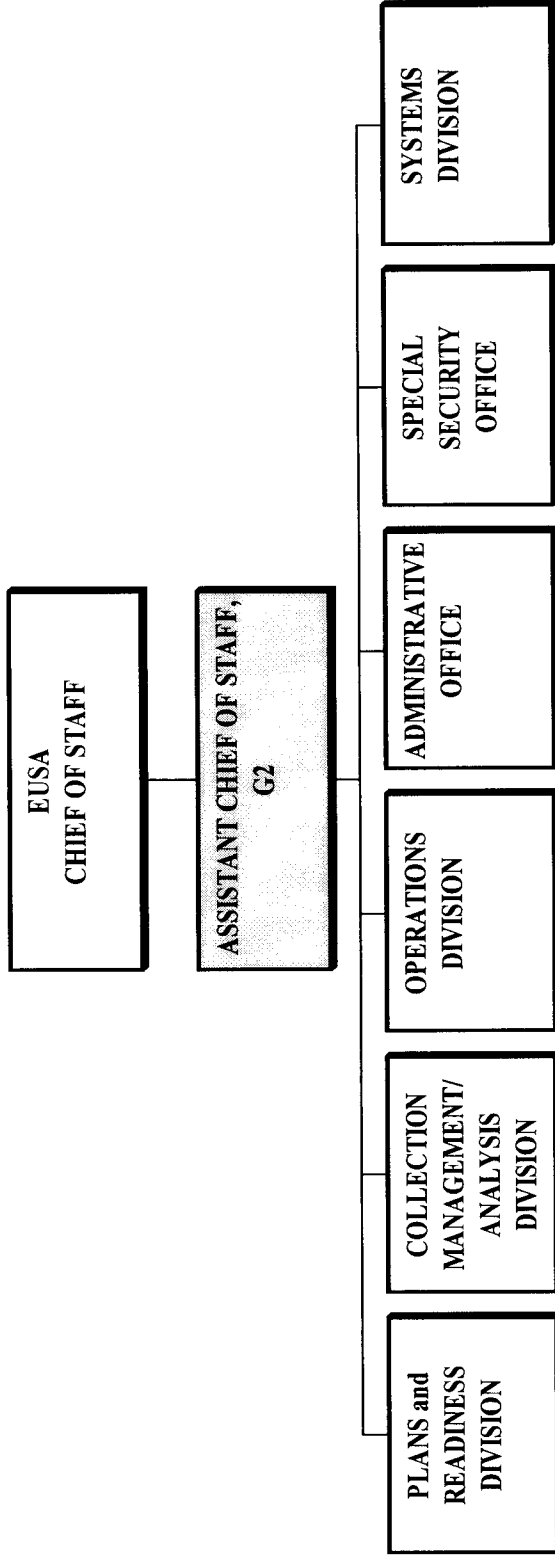
APPENDIX Q

ASSISTANT CHIEF OF STAFF, G2

ORGANIZATION: As shown on the organization chart.

MISSION: Provide all-source intelligence support to the MSCs, EUSA Staff, and CG, EUSA to facilitate wartime execution of rear area operations with emphasis on protecting forces within the communications zone (COMMZ) and conducting reception, staging, onward movement, and integration (RSOI) of US Army time-phased force deployment (TPFD) units. Be prepared to provide intelligence support to Joint Task Force Non-combatant Evacuation Operations (JTF NEO) and other missions as assigned.

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

ASSISTANT CHIEF OF STAFF, G2 (EAGB, 723-6960)

1. Provide intelligence support to Non-Combatant Evacuation Operations (NEO).	P	G2 METL	4	1	1
2. Provide intelligence support to Reception, Staging, Onward-Movement, and Integration (RSOI).	P	G2 METL	5	2	2
3. Provide intelligence support to force protection operations.	P	G2 METL	6	3	3
4. Direct intelligence operations <u>34-8-2009</u> .	P	ARTEP 34-113-11/12	1	4	4
5. Supervise intelligence operations <u>34-8-2012</u> .	P	ARTEP 34-113-11/12	3	5	5
6. Provide SSO support to EUSA/USFK.	P	G2 METL	2	6	6

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency/War

OPERATIONS DIVISION (EAGB-OPS, 723-3745)

1. Perform intelligence functions for NEO operations (CC Seoul) <u>34-8-2011</u> .	C	ARTEP 34-113-11/12	1	1
2. Perform intelligence functions for rear operations (CP Oscar) <u>34-8-2011</u> .	C	ARTEP 34-113-11/12	2	2
3. Establish the J2 portion of the JFT NEO Operations Center <u>63-1-8051.34-0001</u> .	P	ARTEP 34-113-11/12	3	3
4. Establish the G2 portion of the Eighth Army Operations Center <u>63-1-8051.34-0001</u> .	P	ARTEP 34-113-11/12	4	4
5. Disseminate combat information and intelligence <u>34-8-2005</u> .	P	ARTEP 34-113-11/12	1	5
6. Maintain current enemy situation <u>34-8-2010</u> .	C	ARTEP 34-113-11/12	2	6
7. Establish and maintain MI situational awareness <u>34-1-0004</u> .	C	ARTEP 34-113-11/12	3	7
8. Plan and execute Crisis Action Planning (CASOP).	P	G2 OPNS Battle Task	4	8
9. Develop the EUSA G2 OPORD <u>34-1-0406</u> .	P	ARTEP 34-113-11/12	5	9

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2				
Staff Responsibilities	Action	References	Operations Applicability	
			Armistice	Contingency War

10. Supervise EUSA G2 deployment/redeployment activities <u>63-1-8053.34-0001</u> .	P	ARTEP 34-113-11/12	6	10	10
11. Coordinate deployment training support <u>63-1-8058.34-0001</u> .	P	ARTEP 34-113-11/12	7	11	11
12. Prepare deployment movement plan/order <u>63-1-8066.34-0001</u> .	P	ARTEP 34-113-11/12	8	12	12
13. Perform redeployment advance party activities <u>63-1-8068.34-0001</u> .	C	ARTEP 34-113-11/12	9	13	13
14. Serve as liaison for EUSAAC.	C	G2 OPNS Battle Task	10	14	14
15. Manage G2 force modernization (personnel and equipment).	C	G2 OPNS Battle Task	11		
16. Manage the EUSA REDTRAIN and TALP programs and budgets.	P	G2 OPNS Battle Task	12		
17. Manage external tasking requirements.	P	G2 OPNS Battle Task	13	15	15
18. Develop, staff, and implement TTP for JTF NEO and CP Oscar.	P	G2 OPNS Battle Task	14		

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Staff Responsibilities		Action	References	Operations Applicability		
				Armistice	Contingency	War

19. Maintain G2 EUSA battle rosters.	C	G2 OPNS Battle Task	15	16	16
20. Plan and execute monthly G2/S2 conferences.	P	G2 OPNS Battle Task	16		
21. Schedule training and maintain G2 training statistics.	P	G2 OPNS Battle Task	17		
22. Maintain the G2 calendar.	P	G2 OPNS Battle Task	18		
PLANS AND READINESS DIVISION (EAGB-PNS, 723-5997)					
1. Plan intelligence operations <u>34-8-2008</u> .	P	ARTEP 34-113-11/12	1	1	1
2. Establish and maintain MI situational awareness <u>34-1-0004</u> .	C	ARTEP 34-113-11/12	2	2	2
3. Operate the G2 plans portion of CP Oscar <u>63-1-8052.34-0001</u> .	P	ARTEP 34-113-11/12	3	3	3
4. Conducts intelligence planning for all armistice exercise as required.	C	G2 Plans Battle Task	3		
5. Manages intelligence input to all OPLAN developments and updates.	P	G2 Plans Battle Task	4	4	4

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2		References	Action	Staff Responsibilities		
Operations	Contingency			War		

6. Participates in rear area working groups.	C	G2 Plans Battle Task	5	5	5	
7. Participates in Information Operations (IO) working groups.	C	G2 Plans Battle Task	6	6	6	
SYSTEMS DIVISION (EAGB-SP, 723-6752/5996)						
1. Perform Communications Electronics (C-E) functions <u>34-1-0418</u> .	P	ARTEP 34-113-11/12	1	1	1	
2. Develop the G2 communications plan <u>34-1-0002</u> .	P	ARTEP 34-113-11/12	2	2	2	
3. Manage the integration and fielding of new intel systems in coordination with chief, operations, G3 force modernization and external agencies.	C	G2 Systems Battle Task	3			
4. Plan and perform emergency destruction of sensitive equipment as required.	C	G2 Systems Battle Task	4	3	3	
5. Manage TENCAP program for all army units in theater and EUSA.	P	G2 Systems Battle Task	5	4		
6. Manage the operations of the G2 unclassified LAN, and all classified systems within G2.	P	G2 Systems Battle Task	6	5	5	
7. Plan and perform routine disposal of ADP equipment.	C	G2 Systems Battle Task	7			
8. Coordinate space combat operations.	P	FM 100-18	6	6	6	

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Staff Responsibilities		Action	References	Operations Applicability		
				Armistice	Contingency	War

- | | | | | | | |
|--|---|--------------------|----|----|----|--|
| 9. Coordinate space combat support operations. | P | FM 100-18 | 8 | 7 | 7 | |
| 10. Conduct the space intelligence preparation of the battlefield. | P | FM 100-18 | 9 | 8 | 8 | |
| 11. Coordinate with other staff sections for space support requirements. | P | FM 100-18 | 10 | 9 | 9 | |
| 12. Establish and maintain space situational awareness. | P | FM 100-18 | 11 | 10 | 10 | |
| 13. Know the capabilities and limitations of US space and ground systems. | C | FM 100-18 | 12 | 11 | 11 | |
| 14. Monitor arrival in theater, RSOI and tactical troop movement of units comprising the ground segments of space systems. | P | FM 100-18 | | 12 | 12 | |
| 15. ICW the G2, G6, and IO/EW cells analyze and monitor the OPSEC posture of the command from a space perspective as well as the posture of space segments themselves. | P | FM 100-18 | 13 | 13 | 13 | |
| COLLECTION MANAGEMENT/ANALYSIS DIVISION (723-3204) | | | | | | |
| 1. Conduct intelligence functions for deployment 34-1-2032. | P | ARTEP 34-113-11/12 | 1 | 1 | 1 | |
| 2. Plan intelligence operations (34-8-2008). | P | ARTEP 34-113-11/12 | 2 | 2 | 2 | |
| 3. Conduct Intelligence Preparation of the Battlefield (IPB) 34-8-2003. | P | ARTEP 34-113-11/12 | 3 | 3 | 3 | |

Staff Responsibilities		Action	References	Operations Applicability		
				Armistice	Contingency	War

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2

- | | | | | | |
|---|---|----------------------|----|----|----|
| 4. Compile critical rear area target lists and participate in rear area working groups. | C | G2 CM/AN Battle Task | 4 | 4 | 4 |
| 5. Produce intelligence products <u>34-8-2004</u> . | P | ARTEP 34-113-11/12 | 5 | 5 | 5 |
| 6. Direct intelligence operations (34-8-2009). | P | ARTEP 34-113-11/12 | 6 | 6 | 6 |
| 7. Develop the collection management plan <u>34-8-2006</u> . | P | ARTEP 34-113-11/12 | 7 | 7 | 7 |
| 8. Process specific information requirements (SIR) Data <u>34-8-2013</u> . | P | ARTEP 34-113-11/12 | 8 | 8 | 8 |
| 9. Supervise intelligence operations <u>34-8-2012</u> . | P | ARTEP 34-113-11/12 | 9 | 9 | 9 |
| 10. Maintain current enemy situation <u>34-8-2010</u> . | P | ARTEP 34-113-11/12 | 10 | 10 | 10 |
| 11. Perform intelligence functions for rear operations <u>34-8-2011</u> . | P | ARTEP 34-113-11/12 | 11 | 11 | 11 |
| 12. Establish and maintain MI situational awareness for G2 34-1-0004. | P | ARTEP 34-113-11/12 | 12 | 12 | 12 |

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STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

13. Establish and maintain situational awareness within the G2 34-1-0003.	P	ARTEP 34-113-11/12	13	13	13
14. Maintain intelligence product database through the G2 web page and disseminate the products to EUSA MSC and TPDF units.	P	G2 CM/AN Battle Task	14	14	82
15. Disseminate combat information and intelligence <u>34-8-2005</u> .	P	ARTEP 34-113-11/12	15	15	15
16. Prepare the ASAS for redeployment.	C	ARTEP 34-113-11/12	16	16	16
17. Conduct ASAS operations.	P	ARTEP 34-113-11/12	17	17	17
18. Establish and operational ASAS after a move.	C	ARTEP 34-113-11/12	18	18	18
SPECIAL SECURITY OFFICE (EAGB-SSO, 723-8051)					
1. Employ security measures <u>34-1-0405</u> .	P	ARTEP 34-113-11/12	1	1	1
2. Operates and administers the DA privacy communications system at EUSA and USFK.	P	AR 380-28 DOD 5105.21-M-1 EUSA SSO Man	2	2	2
3. Requests and maintains records of personnel clearances.	P	AR 380-28 DOD 5105.21-M-1 DCID 6/4 EUSA SSO Man	3	3	3

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2		Action	References	Operations Applicability		
Staff Responsibilities				Armistice	Contingency	War

- | | | | | | |
|---|---|---|---|---|---|
| 4. Maintains classified document registers. | P | AR 380-28
DOD 5105.21-M-1 | 4 | 4 | 4 |
| 5. Performs indoctrinations/debriefings as required. | P | AR 380-28
DOD 5105.21-M-1
DCID 6/4
EUSA SSO Man | 5 | 5 | 5 |
| 6. Conducts staff assistance visits and SCIF inspections. | P | AR 380-28
DOD 5105.21-M-1
DCID 1/21
EUSA SSO Man | 6 | 6 | 6 |
| 7. Maintains access roster to SCI and facilities. | P | AR 380-28
DOD 5105.21-M-1
DCID 1/14
EUSA SSO Man | 7 | 7 | 7 |
| 8. Supervise SCIF concept requests, surveys, waivers, accreditation, and deactivation for EUSA and USFK. | P | AR 380-28
DOD 5105.21-M-1
DCID 1/21
EUSA SSO Man | 8 | 8 | 8 |
| 9. Administer the DOD intelligence information security program as the intelligence system security manager for the EUSA and USFK site. | P | DIAM 550-4
EUSA SSO Man | 9 | 9 | 9 |

EUSA Memo 10-1

STAFF AGENCY: ASSISTANT CHIEF OF STAFF, G2					
Staff Responsibilities	Action	References	Operations Applicability		
			Armistice	Contingency	War

10. Manage temporary – SCIFs.	P	AR 380-28 DOD 5105.21-M-1 DCID 1/21 EUSA SSO Man	10	10	10
11. Manage temporary secure working areas (TSWA).	P	AR 380-28 DOD 5105.21-M-1 DCID 1/21 EUSA SSO Man	11	11	11
12. Manage security incident program.	P	AR 380-28 DOD 5105.21-M-1 EUSA SSO Man	12	12	12
ADMINISTRATIVE OFFICE (EAGB-AD, 723-5589)					
1. Coordinate soldier readiness program processing support <u>63-1-8055.34-0001</u> .	C	ARTEP 34-113-11/12	1	1	1
2. Provide deployment personnel and administrative services support <u>63-1-8056.34-0001</u> .	C	ARTEP 34-113-11/12	2	2	2