

# CORPS PAM 600-2



## The Dragon Standard

This pamphlet supersedes Corps Pamphlet 600-2, February 2005



DEPARTMENT OF THE ARMY  
HEADQUARTERS XVIII AIRBORNE CORPS AND FORT BRAGG  
2175 REILLY ROAD, STOP A  
FORT BRAGG, NORTH CAROLINA 28310

REPLY TO  
ATTENTION OF:

AFZA-CG

1 July 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: XVIII Airborne Corps Standards

*Team*

Discipline is the foundation of our Army and soul of good military units. In military operations, good order and discipline lead to victory. This discipline is visibly measured by the way a unit appears both in garrison and in the field, how it conducts itself in combat and in peacetime, and the military courtesy conveyed by its members when addressing or interacting with others. Discipline and adherence to standards also contribute to maintaining proficiency in the critical areas of physical fitness, marksmanship, crew qualifications, medical skills, airborne operations, and drills.

2. Good units execute routine tasks to standard. Soldiers who are disciplined and follow established standards do the right thing and the right way even when no one is looking.
3. The enclosed pamphlet provides the XVIII Airborne Corps and Fort Bragg standard. A copy of this pamphlet will be issued to every Soldier, and is available on the XVIII Airborne Corps and Fort Bragg web page.
4. We expect every Soldier to adhere to these standards, and take corrective action to enforce compliance. The discipline you maintain and practice in peacetime will be reflected in your unit in during combat. You have an obligation to uphold the traditions, legacy, and history of those who preceded us.

EARL L. RICE  
CSM, USA  
Corps CSM

FRANK G. HELMICK  
Lieutenant General, USA  
Commanding

Encl  
Corps Pamphlet 600-2



**SSG Loren A. Gernandt, 2010 XVIII Airborne Corps NCO of the Year**

It is truly an honor to hold the distinction of Noncommissioned Officer of the Year for the XVIII Airborne Corps CY 2010. The XVIII Airborne Corps has an outstanding lineage of superior leadership, valor, and victory in its illustrious history. The Corps is comprised of the greatest fighting forces in the world, and I am proud to be a member of its ranks and very humble to represent such an accomplished and excellent corps NCO's. I am honored to have the opportunity to represent the 20th Engineer Brigade and the Engineer Regiment and I hope to continue bringing distinction upon my unit and all of the Soldiers within the XVIII Airborne Corps.



**SGT Thomas R. Wukawitz, 2010 XVIII Airborne Corps Soldier of the Year**

The 18th Airborne Corps has a proud lineage dating back to its conception in WWII, and has a continued tradition of being America's Contingency Corps; the largest and fastest deploying war-fighting force in the United States Army. It is an honor to be selected as the Soldier of the Year for the XVIII Airborne Corps CY 2010. The XVIII Airborne Corps leads from the front and in its history has produced some of the greatest soldiers to wear the uniform. I am proud and honored to be a member of its ranks. I am proud to have the opportunity to represent the 1/38<sup>th</sup> Cavalry Squadron, and I will strive to bring victory and honor to my unit and the all soldiers of the XVIII Airborne Corps.

**XVIII AIRBORNE CORPS SOLDIERS HANDBOOK****DRAGON STANDARDS****TABLE OF CONTENTS**

	<b><u>Paragraph</u></b>	<b><u>Page</u></b>
Purpose	1	4
General	2	4
Responsibilities	3	4
Mission Concept	4	4
XVIII Airborne Corps History	5	4
Hazing, Abuse, and Unprofessional Activities	6	12
Wear of the Uniform	7	12
Uniform Appearance	8	18
Uniform for Training	9	29
Winter Uniform	10	36
Improved Physical Fitness Uniform	11	37
Jewelry	12	41
Off-Duty Appearance	13	42
Personal Hygiene	14	44
Physical Fitness	15	46
Military Courtesy	16	47
Single Enlisted Soldier Quarters Policy	17	49
On and Off-Duty Conduct	18	52
Pawning or Selling Organizational Clothing and Equipment	19	60
Finances	20	60
Education Opportunities	21	63
Assistance Organization	22	63
Inspector General Assistance	23	64
Equal Opportunity Assistance	24	65
Open Door Policy	25	65
Leaves and Passes	26	65
Standards of Conduct for the CQ and SDNCO	27	66
Pay Day Activities	28	66
Closing	29	67
Safety	Appendix A	68
Weapon Safety and Clearing Procedures	Appendix B	86
The Army Service Uniform (ASU) Information	Appendix C	89
Fundraising	Appendix D	94
Soldier Support Center Agencies	Appendix E	94

- 1. PURPOSE:** The purpose of this publication is to inform Soldiers of the XVIII Airborne Corps and Tenant units of basic standards of appearance, conduct, military courtesy, and need to know information.
- 2. RESPONSIBILITIES:** Commanders are responsible to ensure Soldiers under their command present a neat and Soldierly appearance. Noncommissioned officers are responsible for the appearance of subordinate Soldiers in their charge. Each Soldier has the duty to take pride in his or her appearance at all times.
- 3. GENERAL:** Fort Bragg Soldiers must project a professional military image. There must be no doubt that they live by a common standard and demonstrate good military order and discipline.
- 4. XVIII AIRBORNE CORPS MISSION CONCEPT:** Our mission is to maintain the XVIII Airborne Corps as a strategic crisis response force, manned and trained to deploy rapidly by air, sea and land anywhere in the world, prepared to fight upon arrival and win.

Fort Bragg equips, trains, rapidly deploys, and sustains full spectrum forces supporting Combatant Commanders from a Community of Excellence where Soldiers, Families, and Civilians thrive.

### **THE XVIII Airborne Corps (A Brief History)**

#### **5. XVIII AIRBORNE CORPS HISTORY**

XVIII Airborne Corps, with Headquarters at Fort Bragg, was originally activated as the II Armored Corps at Camp Polk, Louisiana, January 17, 1942. It was re-designated XVIII Corps October 9, 1943, at the Presidio of Monterey, California.

The Corps celebrates its birthday on August 25, 1944, when the blue airborne tab was added at Ogbourne, St. George, England. On this same day, the XVIII Airborne Corps assumed command of the 82d and 101st Airborne Divisions and Major General Matthew B. Ridgway became the first Corps Commander.

Within a month of reaching Europe, General Ridgway was in the air over the Netherlands as two of the Corps' combat elements, the 82nd and 101st Airborne divisions participated in WWII's largest combat jump-Operation Market Garden. The Corps headquarters soon joined them on the ground for prolonged fighting alongside British tankers, infantrymen and paratroopers.

Early winter found the Corps split between bases in France and England preparing for other potential airborne operations. When Hitler unleashed the Ardennes Offensive, these forces constituted the only mobile reserves that the Allies had. Within a matter of hours the Corps was on its way to the Ardennes. The 101st held on to Bastogne's critical road junction, while the rest of the Corps, reinforced by armor and infantry divisions, stopped the penetration and then helped to push the exhausted Germans back to their original positions, during the "Battle of the Bulge."

For the rest of the war, XVIII Airborne Corps showed its versatility by concentrating on ground operations. It played a major role in the reduction of the Ruhr “pocket,” shifted at lightning speed to launch the last airborne operation in the theater-Operation Varsity to cross the Rhine alongside the British and then dashed north and east to the Elbe and the Baltic coast of Germany.

The XVIII Airborne Corps then moved back to the United States in late June of 1945 to prepare for the invasion of the Japanese home islands. Before that deployment could take place, however, the war ended. On October 15, 1945 at Camp (now Fort) Campbell, Kentucky, XVIII Airborne Corps was inactivated.

With the global force build-up caused by the Korean War, the nation once again called on XVIII Airborne Corps. XVIII Airborne Corps was reactivated on May 21, 1951, at Fort Bragg, North Carolina, “Home of the Airborne,” replacing V Corps, which deployed to Europe. Thousands of inductees, and members of the National Guard and Army Reserve, were called to active duty and were trained at Fort Bragg, for service during the Korean War. In October of 1951, the 11th Airborne Division was attached to the XVIII Airborne Corps.

The outbreak of civil disturbances in the United States became an area of activity for the XVIII Airborne Corps. In the fall of 1957, a Federal order to integrate the public schools in Little Rock, Arkansas precipitated public disorders, and United States Marshals were unable to maintain control. President Eisenhower, when compelled to summon government troops, selected a XVIII Airborne Corps unit to do the job - the 101st Airborne Division. With discipline, tact and efficiency, the mission was accomplished.

In 1961, the construction of the Berlin Wall and the presence of the Soviet Army in the city, led to the Corps being placed on alert. The stand-off ended, in the summer of 1962, when the East German government backed down.

On January 1, 1962, the US Army reorganized the XVIII Airborne Corps under STRAC. STRAC was composed of two Corps, XVIII Airborne Corps and III Corps. These units were especially tailored to fight a limited war anywhere in the world. Attached to XVIII Airborne Corps were the 82nd and 101st Airborne Divisions, the 1st and 4th Infantry Divisions, as well as numerous combat and logistical support units. STRAC troopers were Skilled, Tough, and Ready Around the Clock.

In September 1962, violence broke out in Oxford, Mississippi, when US Marshals attempted to carry out a Federal court order to admit an African-American, James H. Meredith, to the University of Mississippi. Soldiers of the XVIII Airborne Corps were summoned and the riots were rapidly quelled by the troops, who showed restraint, tact, and self-control.

In October 1962, units of XVIII Airborne Corps were placed on alert for potential commitment, during the Cuban Missile Crisis. Nuclear war was averted after the intercession of the United Nations and Corps troops stood down.

From April 1965, to January 1966, the XVIII Airborne Corps served in the Dominican Republic, during Operation Power Pack, as Headquarters, US Forces Dominican Republic. Corps Soldiers were sent to restore law and order, prevent a communist takeover of the country, and protect American lives.

Almost immediately after returning to Fort Bragg, attention shifted to the need to prepare units for duty in Southeast Asia. Over 200 elements trained up under XVIII Airborne Corps' guidance and shipped to Vietnam, including the entire 101st Airborne Division and the 3rd Brigade of the 82nd Airborne Division. During the Vietnam era, more than 200,000 trainees underwent basic training at Fort Bragg, the majority from 1966 to 1970. At the peak of the war, in 1968, the military population at the installation was nearly 58,000.

In 1967, XVIII Airborne Corps troops also saw action in Detroit and in the Congo. Paratroopers from the 82nd and 101st were sent to Detroit, Michigan, to suppress riots there and in the Congo, for Operation Dragon Rouge, XVIII Airborne Corps forces gave support to the established central government and rescued civilians being held hostage.

In July 1973, XVIII Airborne Corps was assigned under U.S Army Forces Command (FORSCOM).

The capability for rapid deployment into an environment where normal points of entry, such as ports or airfields, are not available, are a special skill that has been the training and planning focus of XVIII Airborne Corps throughout most of its sixty-four years of existence. In peacetime, the quick reaction ability was tested constantly through the use of no-notice Emergency Deployment Readiness Exercises (EDREs), and was the foundation of the Corps' program to sustain its high standards.

Beginning in 1982, the XVIII Airborne Corps routinely furnished contingents for rotations in the Sinai Peninsula as part of the Multinational Force and Observers to help guarantee the Camp David Peace Accords. The Corps regularly participated in exercises such as Gallant Eagle and Bright Star, to test its abilities to respond to crises in the Middle East, Persian Gulf, and Indian Ocean areas.

The XVIII Airborne Corps is superbly trained in tactical operational and strategic levels of war and is capable of exercising the nation's ability to conduct strategic forced entry operations, anywhere in the world on 18 hours notice. They have been widely recognized as a superbly trained force capable of operating from peace operations to general-purpose war and capable of conducting large-scale joint and combined operations.

### **Operation Urgent Fury**

*Grenada, October 25, 1983*

At the request of President Reagan, the Corps provided the bulk of land forces sent to rescue medical students and other stranded Americans and participated with our Caribbean neighbors in an international peacekeeping effort.

### **Operation Golden Pheasant**

*Honduras, 1988*

When the borders of Honduras were threatened, elements of two Corps divisions exercised a show of force to ensure sovereignty of Honduran territory would be respected.



**Operation Nimrod Dancer**

*Panama, 1989*

A security reinforcement from XVIII Airborne Corps was sent to protect American citizens, facilities and treaty rights following elections.

**Operation Hawkeye**

*US Virgin Islands, September, 1989*

Following Hurricane Hugo, the Corps was on the ground, in St. Croix, within 13 hours, with the first elements of a Joint Task Force, to restore law and order, to provide emergency relief, and rebuilding efforts for the devastated island.

**Operation Just Cause**

*Panama, December, 1989*

The XVIII Airborne Corps in operational command of Joint Task Force South struck 27 targets simultaneously and conducted two night parachute assaults to seize critical terrain and set the stage for a freely-elected government to be established in the country.

**Operation Desert Shield**

*Saudi Arabia, August, 1990*

Rapidly deployed as the first ground force in theater to spearhead efforts to deter aggression and assist in the defense of friendly nations, the largest American military deployment since WWII.

**Operation Desert Storm**

*Saudi Arabia, February, 1991*

XVIII Airborne Corps launched the first ground assault into Iraq with the 82d Airborne Division and the attached French 6th Light Armored Division, the largest air assault in history by the 101st Airborne Division (Air Assault), and an airborne thrust by the 24th Infantry Division (Mechanized) and the 3d Armored Cavalry Regiment, in less than a 100 hours the Corps had effectively sealed off the occupying Iraqi Army and destroyed major elements of the elite Republican Guard.

**Operation GTMO**

*Cuba, November, 1991*

The Corps established a humanitarian support center at Guantanamo Bay Naval Base to receive, transport, detain, control and process Haitian migrants. The Corps quickly began the massive task of building and supporting a humanitarian center for more than 12,000 Haitians. By early December the Corps had deployed over 2,000 Soldiers to the Guantanamo Naval Base. The operation officially ended in June 1993.

### **Operation Hurricane Andrew**

*Florida, August, 1992*

On August 27, 1992 major units throughout the XVIII Airborne Corps began their deployment to Dade County, Florida, to assist in disaster relief operations in the aftermath of the storm. At peak strength the Corps had 16,000 Soldiers deployed to South Florida. The mission of the Corps was to provide immediate emergency relief including food, water, shelter and medical aid. During subsequent phases the Corps conducted debris removal operations, repaired schools, established relief supply distribution centers and assisted the local government in establishing sustained recovery operations. All disaster relief functions were eventually turned over to civilian contractors, and Corps units returned to Fort Bragg by October 21, 1992.

### **Operation Restore Hope**

*Somalia, December, 1992*

In support of Joint Task Force Somalia, Army forces secured an airfield and key installations, and provided security to ensure safe passage of food and humanitarian supplies throughout the country.

### **Operation Uphold/Maintain Democracy**

*Haiti, September, 1994*

To ensure the Haitian Armed Forces compliance with Carter-Cedras accords, protect US citizens, restore civil order, assist in the reorganization of Haitian Armed Forces, and assist in the transition to and maintenance of a democratic government.

### **Vigilant Warrior**

*Kuwait, October, 1994*

Nearly four years after Desert Storm the 24th Infantry Division returned to Kuwait to deter further Iraqi aggression, when Iraqi forces moved south to the border. They withdrew shortly after the arrival of the division.

### **Operation Enduring Freedom (OEF)**

*Afghanistan, May 2002 – May 2003*

In 2002, elements of the XVIII Airborne Corps headquarters, under the command of Lt. Gen. Dan K. McNeill, deployed to Afghanistan and formed the Combined Joint Task Force 180 (Afghanistan). CJTF-180 (AFG) assumed responsibilities for the majority of the forces currently in support of operations in Afghanistan. In addition, it directed and synchronized operations to destroy or capture remaining al Qaida/Talban, prevent the re-emergence of international terrorist activities within Afghanistan, and support humanitarian operations in order to create a peaceful and stable environment within Afghanistan. The corps redeployed back to Fort Bragg in May 2003.

**Operation Iraqi Freedom (OIF)**

*Iraq, 10 February 2005 – 19 January 2006*

The XVIII Airborne Corps Headquarters deployed to Baghdad in Jan 2005 where it served as the Multi-National Corps-Iraq Headquarters responsible for commanding more than 145,000 service members and 29 Coalition partners. During the one-year rotation, the corps successfully trained and equipped more than 100,000 Iraqi Security Forces helped restore the Iraqi border and turned over numerous Forward Operating Bases throughout the country to the Iraqi Government. In addition, the corps created a security environment that enabled the Iraqi government to successfully conduct its National Referendum vote and National election with more than 12.2 million voters participating in this process.

**Operation Iraqi Freedom (OIF)**

*Iraq, January 2008 – April 2009*

Led by Lieutenant General Lloyd J. Austin III, the XVIII Airborne Corps once again served as the Multi-National Corps-Iraq. During their 15-month deployment the corps worked closely with Iraqi security forces and was instrumental in reducing the number of attacks across the country and ensured that provincial elections occurred in January 2009.

**Operation Unified Response (OUR)**

*Haiti, 15 January 2010 – 1 May 2010*

On January 12, 2010 a 7.0 magnitude earthquake 16 miles west of Port au Prince, Haiti set the wheels in motion for a no-notice deployment of the military's Global Response Force (2/82 ABCT), as well as the XVIII Airborne Corps' Assault Command Post (ACP) to form Joint Task Force-Haiti. Led by Major General Daniel Allyn, the XVIII Airborne Corps and the Global Response Force rapidly responded to a disaster of epic proportions and helped facilitate a massive relief effort to mitigate the suffering of the Haitian people. This operation lends further justification for units capable of rapidly responding to contingency operations worldwide. Equipping, training, and sourcing these units remain critical to our nation's ability to respond to global contingency crises.

**XVIII Airborne Corps Commander**

Matthew B. Ridgeway	MG	AUG 1944 - OCT 1945
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**XVIII Airborne Corps and Fort Bragg Commanders**

John W. Leonard	MG	MAY 1951 - JAN 1952
Thomas F. Hickey	MG	FEB 1952 - JUL 1953
Joseph P. Cleland	MG	AUG 1953 - JUN 1955
Ridgeley Gaither	MG	JUL 1955 - AUG 1955
Paul D. Adams	MG	AUG 1955 - MAY 1957
Robert F. Sink	LTG	MAY 1957 - JUN 1960
T. J. H. Trapnell	LTG	AUG 1960 - OCT 1961
Hamilton H. Howze	LTG	OCT 1961 - JUL 1963
Wm. C. Westmoreland	LTG	JUL 1963 - JAN 1964
John W. Bowen	LTG	MAR 1964 - MAY 1965
Bruce Palmer Jr.	LTG	JUN 1965 - MAR 1967
John L. Throckmorton	LTG	MAR 1967 - JUL 1967
Robert H. York	LTG	AUG 1967 - JUL 1968
John J. Tolson III	LTG	AUG 1968 - MAR 1971
John H. Hay	LTG	MAR 1971 - JUN 1973
Richard J. Seitz	LTG	JUL 1973 - JUN 1975
Henry E. Emerson	LTG	JUL 1975 - JUN 1977
Volney F. Warner	LTG	JUL 1977 - JUN 1979
Thomas H. Tackaberry	LTG	AUG 1979 - SEP 1981
Jack V. Mackmull	LTG	SEP 1981 - APR 1984
James J. Lindsay	LTG	APR 1984 - OCT 1986
John W. Foss	LTG	OCT 1986 - OCT 1988
Carl W. Stiner	LTG	OCT 1988 - JUN 1990
Gary E. Luck	LTG	JUN 1990 - JUN 1993
Henry H. Shelton	LTG	JUN 1993 - FEB 1996
John M. Keane	LTG	FEB 1996 - MAR 1998
William F. Kernan	LTG	MAR 1998 - DEC 2000
Dan K. McNeill	LTG	DEC 2000 - AUG 2003
John R. Vines	LTG	AUG 2003 - DEC 2006
Lloyd J. Austin III	LTG	DEC 2006 - AUG 2009
Frank G. Helmick	LTG	OCT 2009 - Present

**XVIII Airborne Corps and Fort Bragg Command Sergeant Majors**

Kenneth J. (Rock) Merritt	OCT 1964 - NOV 1967
Virgil L. West	NOV 1967 - NOV 1968
A. H. Rowe	NOV 1968 - AUG 1969
Jim Lewis	AUG 1969 - OCT 1970
James E. Gray	OCT 1970 - JUL 1971
John Pearce	JUL 1971 - AUG 1972
Glenn Ferguson	AUG 1972 - OCT 1973
Kenneth J. (Rock) Merritt	OCT 1973 - NOV 1977
Harmon D. (Preacher) Hodge	NOV 1977 - NOV 1978
William T. Mix on	NOV 1978 - FEB 1983
Elmer S. Richards	MAR 1983 - AUG 1984
Thaddeus Gaweda	AUG 1984 - MAY 1988
Trevette Lloyd	MAY 1988 - MAY 1993
Felix W. Acosta	MAY 1993 - NOV 1995
Andrew McFowler	NOV 1995 - MAY 2000
Steven R. England	MAY 2000 - JUN 2004
Dennis Carey	JUN 2004 - FEB 2006
Joseph R. Allen	FEB 2006 - MAR 2010
Earl L. Rice	MAR 2010 - Present

Since 9/11, the men and women of XVIII Airborne Corps have played a vital role in the war on terror, deploying more than any other organization, in support of Operations Enduring Freedom and Iraqi Freedom. The XVIII Airborne Corps is the only Airborne Corps in the defense establishment of the United States and exercises control over approximately 35,000 thousand Soldiers. XVIII Airborne Corps is trained and ready today to respond to any crisis and to fight the nation's wars and win.

**6. HAZING, ABUSE, AND UNPROFESSIONAL ACTIVITIES:**

a. This policy applies to all units assigned or attached to the XVIII Airborne Corps.

b. As the premier component of the premier Army in the world, the Corps is entrusted with the country's most critical and sensitive missions. This responsibility demands that each member of the Corps performs to the best of his or her ability. Commanders, noncommissioned officers, and leaders at all levels are responsible for establishing a command climate that ensures our Soldiers are able to reach their full potential.

c. Adherence to professional Army ethics and its supporting individual values creates an environment conducive to personal and professional growth. Any activity that subjects a Soldier to degradation or results in Soldier abuse will not be tolerated. Examples of unacceptable activities include: the slapping or pounding of any award, decoration, or badge; events such as "blood wings" or "blood stripe" ceremonies; "cherry" jumper initiations; improperly conducted prop blasts; and hazing of any other type. Regardless of the intent behind such activities, they are ultimately destructive to unit cohesion and contrary to good order and discipline.

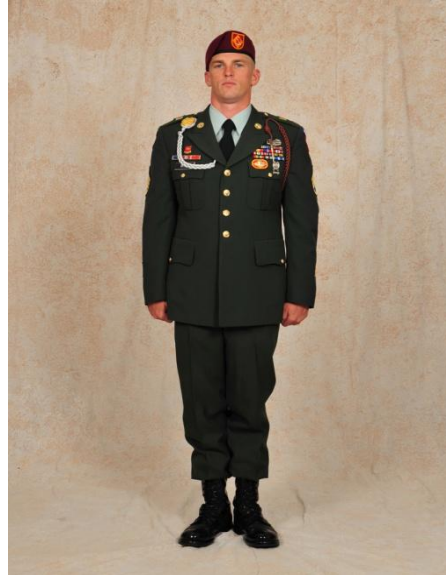
d. Properly conducted ceremonies recognizing dedication and achievement significantly contribute to morale and esprit de corps. Commanders will ensure that all activities within their units recognize this fact and reflect Army ethics and values. Our Soldiers will be treated with respect and fairness at all times. They deserve nothing less than the best we can offer them.

**7. WEAR OF THE UNIFORM:**

a. Your uniform identifies you as a member of the United States Army and the XVIII Airborne Corps. This is a proud organization; we wear our uniform with pride.

b. Items prescribed by AR 670-1 or contained in current authorization documents will be the only uniform, accessories, and insignia worn by Soldiers within the Corps.

c. All Troopers assigned to the Corps wear the maroon or black beret. Soldiers of the Corps also wear jump boots with the Class A and B uniforms. The Army Service Uniform (ASU) is in a transitional period, from August 2008 to 4th Quarter Fiscal Year 2014, to the new blue Army Service Uniform. Therefore, Soldiers can continue to wear Green Class A and the current (old) blue uniform as the new blue Army Service Uniform or transition to the new blue Army Service Uniform when available to Soldiers in Army Military Clothing Sales Stores. The mandatory possession date for the new ASU items is the 4th Quarter, FY 2014. The wear out date for the Army green service uniform with accessories is the 4th Quarter of FY. The link below shows the new Army Service Uniform, and additional information can be found in Annex M "Frequently Asked Questions."  
<http://www.army.mil/asu/>.



**Figure 9-1 Male Class A Dress Uniform**

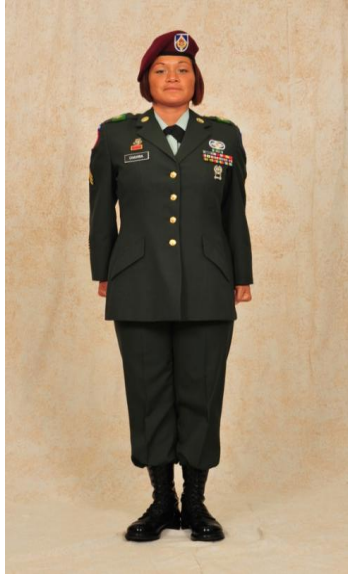


**Figure 9-2 Male Long Sleeve Class B Uniform**



**Figure 9-2 Male Short Sleeve Class B Uniform**

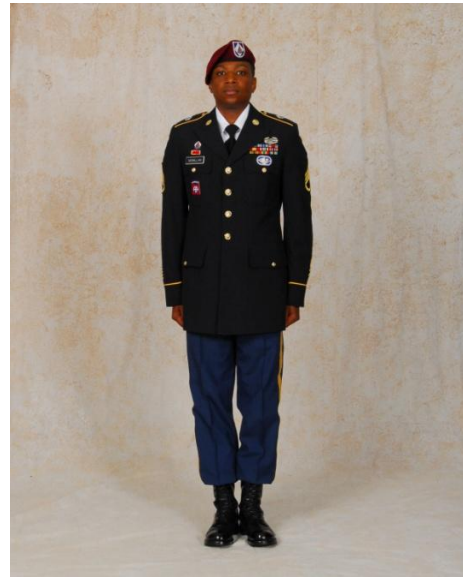




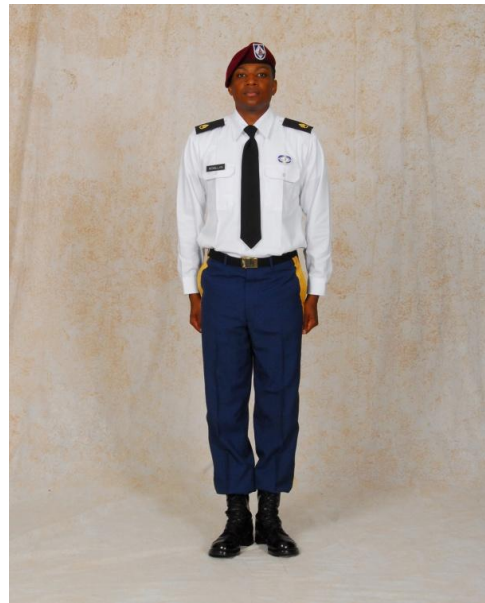
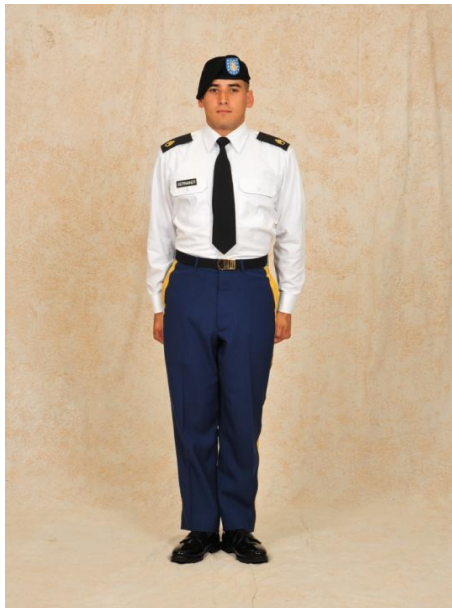
**Figure 9-4 Female Class A Dress Uniform**



**Figure 9-5 Female Short Sleeve Class B Uniform**



**Figure 9-7 Blue Army Service Uniform**





**Figure 9-8 Blue Army Service Uniform**

d. Soldiers may wear only those badges and insignia they are entitled to wear in accordance with AR 670-1 (with changes). All badges, insignia and ribbons must conform to Army standards. Insignia and accessory items purchased from the Military Clothing Sales Store usually meet Army standards. Some other firms sell items of insignia which do not meet the same standards. These items are not authorized for wear.

e. Mixing of civilian clothing and military items is prohibited, unless prescribed in AR 670-1 or other authorization documents approved by HQDA. The black overcoat/raincoat, black windbreaker, black pullover sweater, and footwear may be worn with civilian clothing as long as the rank insignia is removed. Soldiers may wear all or part of the IPFU with civilian attire off the installation, when authorized by the commander.

f. Soldiers will not remove their ACU top while driving their POV; the only item that may be removed while driving a POV is the headgear. While operating or riding in tactical military vehicles, appropriate headgear will always be worn: beret or patrol cap in garrison; ACH or Kevlar in the field.

**8. UNIFORM APPEARANCE:**

a. All personnel will maintain a high standard of dress and appearance. Uniforms will fit properly; trousers, pants, or skirts should not fit tightly; and personnel must keep uniforms clean and serviceable. Soldiers must project a military image that leaves no doubt that they live by a common military standard and are responsible to military order and discipline.

b. When required and prescribed by the commander, Soldiers may attach keys or key chains to the uniform when performing duties such as charge of quarters, armorer, duty officer/NCO, or other duties as prescribed by the commander. Keys or key chains will be attached to the uniform on the belt, belt loops, or waistband.

c. At the Commander's discretion and when required in the performance of duties listed above, Soldiers may wear an electronic device on the belt, belt loops, or waistband of the uniform.

(1) Only one electronic device may be worn.

(2) The device may be either a pager or a cell phone; blue tooth headsets and other types of electronic devices are not authorized for wear, except while operating a commercial or military vehicle (to include a motorcycle or bicycle). If the commander issues and requires the use of other electronic devices in the performance of duties, the Soldier will carry them in the hand, pocket, briefcase, purse, bag, or in some other carrying container.

(3) The body of the device may not exceed 4x2x1 inches. The device and carrying case must be black; no other colors are authorized. If security cords or chains are attached to the device, Soldiers will conceal the cord or chain from view.

d. While in uniform, personnel will not place their hands in their pockets, except momentarily to place or retrieve objects. Soldiers will ensure that articles carried in pockets, such as wallets, checkbooks, combs, and keys, do not protrude from the pocket or present a bulky appearance.

e. Soldiers will keep uniforms buttoned, zipped, and snapped. They will ensure metallic devices such as metal insignia, belt buckles, and belt tips are free of scratches and corrosion and are in proper luster or remain properly subdued, as applicable; and that all medals and ribbons are clean and not frayed. Personnel will keep shoes and boots cleaned and shined, if applicable. Soldiers will replace the insignia listed in AR 700-84; paragraph 5-5, when it becomes unserviceable or no longer conforms to standards.

f. Chains and necklaces will not be worn with the uniform unless of religious nature or used to hold a religious medallion. Only one religious item may be worn. If worn, it will be worn inside of the t-shirt without being visible.

g. Hair will be neatly groomed and will not present a ragged, unkempt, or extreme appearance. Hairstyles will not interfere with proper wearing of military headgear or protective mask.

h. Fingernails. All personnel will keep fingernails clean and neatly trimmed.

(1) Males will keep nails trimmed so as not to extend beyond the fingertip.

(2) Females will not exceed a nail length of ¼ inch, as measured from the tip of the finger. Females will trim nails shorter if the commander determines that the longer length detracts from the military image, presents a safety concern, or interferes with the performance of duties. Female Soldiers are authorized to wear nail polish with all uniforms as long as the color is conservative and complements the uniform, as determined by the commander.

i. Cosmetics. Females will comply with the cosmetics policy while in any military uniform or while in civilian clothes on duty. Females may wear cosmetics that are conservative and complement the uniform and their complexion. Eccentric, exaggerated, or trendy cosmetic styles and colors, to include makeup designed to cover tattoos, are inappropriate with the uniform and are prohibited. Permanent makeup, such as eyebrow or eyeliner, is authorized as long as the makeup conforms to the standards outlined above. Females will not wear shades of lipstick and nail polish that distinctly contrast with their complexion, that detract from the uniform, or that are extreme. Some examples of extreme colors include, but are not limited to, purple, gold, blue, black, white, bright (fire-engine) red, khaki, camouflage colors, and fluorescent colors. Soldiers will not apply designs, two-tone colors, or multi-tone colors to nails.

j. Wearing of Eyeglasses, Sunglasses, and Contact Lenses.

(1) Eyeglasses and sunglasses.

(a) Conservative civilian prescription eyeglasses are authorized for wear with all uniforms.

(b) Conservative prescription and nonprescription sunglasses are authorized for wear when in a garrison environment, except when in a formation and while indoors. Soldiers may not wear sunglasses in the field, unless required by the commander for safety reasons in high-glare field environments.

(c) Eyeglasses or sunglasses that are trendy, or have lenses or frames with initial, designs, or other adornments are not authorized for wear.

(2) Contact Lenses. Tinted or colored contact lenses are not authorized for wear with the uniform. Additionally, clear lenses that have designs on them that change the contour of the iris are not authorized for wear with the uniform.

k. Bags. Soldiers may carry civilian gym bags, civilian rucksacks, or other similar civilian bags while in uniform. Soldiers may carry these bags in hand, on one shoulder using a shoulder strap, or over both shoulders using both shoulder straps. If a Soldier opts to carry a bag over one shoulder, the bag must be carried on the same side of the body as the shoulder strap; therefore, Soldiers may

not carry the bag slung across the body with the strap over the opposite shoulder. If Soldiers choose to carry a shoulder bag while in uniform, the bag must be black or OD green with no other colors and may not have any logos, except bags with unit retention logos, which are authorized. There is no restriction on the color of civilian bags carried in the hand.

l. Male personnel are not authorized to carry or use an umbrella while in uniform. Female personnel are authorized the optional purchase and use of a plain black umbrella of commercial design. The umbrella is not authorized for use with utility uniforms.

m. The ACU wear policy:

(1) The ACU is a combat uniform designed to be worn under body armor. The uniform is prescribed for year-round wear for all Soldiers, unless otherwise directed by the commander. Soldiers may wear the ACU off post unless prohibited by the commander.

(m) The ACU may be worn for commercial CONUS travel IAW the DA ALARACT message dated 202200Z Apr 05. The ACU will only be worn for OCONUS travel while participating in the Rest and Recuperation program or transitioning into or out of the theater of operations. Any other exception to this policy must be submitted to the Deputy Chief of Staff, G1 for approval.

(b) Personnel will not wear the ACU in off-post establishments that primarily sell alcohol. If the off-post establishment sells alcohol and food, Soldiers may not wear the ACU if their activities in the establishment center on drinking alcohol. Accordingly, Soldiers will not consume alcoholic beverages off-post while wearing the Class C uniform. This policy applies only during the hours of 0500-1900. The Class C uniform will not be worn in off-post establishments outside of these designated hours.

(c) The ACU is issued as a combat uniform and is not intended for wear as an all-purpose uniform when other uniforms (class A or B, dress, and mess uniforms) are more appropriate. The commander may prescribe organizational and individual equipment items IAW CTA 50-900 when the ACU is prescribed for parades, reviews, and ceremonies. The ACU is not normally considered appropriate for social or official functions off the installation, such as memorial services, funerals, weddings, inaugurations, patriotic ceremonies, etc.

(2) The ACU will be loose fitting and comfortable; alterations to make them fit tightly are not authorized. The only alterations authorized are those listed in AR 700-84. Items should be fitted loosely enough to allow for some shrinkage without rendering the garment unusable.

(3) Coat.

(a) The coat is worn hook and looped and zipped. The coat has hook and loop fasteners for wearing the US flag insignia, skill tabs, shoulder sleeve insignia, shoulder sleeve insignia - former wartime service, rank, US Army tape, and name tape. The coat has a zippered front closure, tilted chest pockets with hook and looped closure, hook and looped sleeve cuff closure (which must be closed at all times), integrated blouse bellows for increased upper body mobility, and shoulder pockets with hook and loop.

(b) The mandarin collar will normally be worn in the down position. Soldiers are authorized to wear the mandarin collar in the up position when wearing body armor or when weather conditions dictate, as prescribed by the commander.

(c) The coat is normally worn outside the trousers. The coat will not extend below the top of the cargo pocket on the trousers and will not be higher than the bottom of the side pocket on the trousers. The coat may be worn inside the trousers when directed by the commander (i.e., when wearing the outer tactical vest, MOPP gear, etc.).

(d) Sleeves will be worn down at all times, and not rolled or cuffed. The moisture wicking tan t-shirt or cotton t-shirt is worn underneath the coat and is tucked inside the trousers at all times.

(e) The elbow pouch with hook and loop closure for internal elbow pad inserts must be closed at all times. Permanent infrared feedback squares affixed to each shoulder for nighttime identification will be covered when insignias are not worn on the pocket flaps.

(4) Trousers.

(a) Soldiers will wear the trousers tucked into the top of the boots or bloused using commercial blousing devices or the draw strings at the bottom of the trousers. Personnel will not wrap the trouser leg around the leg tightly enough to present a pegged appearance or insert any items inside the trouser leg to create a round appearance at the bottom of the trouser leg. When bloused, the trousers should not extend below the third eyelet from the top of the boot.

(b) The knee pouch with hook and loop closure for internal knee pad inserts and the bellowed calf storage pocket with hook and loop closure on the left and right legs will be worn closed at all times.

(c) The trousers must be worn with a belt.

(5) Wear of the Army Combat Shirt (ACS)

(a) The ACS is a uniform enhancement designed to provide flame protection for individual Soldiers while maximizing breathability, moisture management and comfort when worn as a system including interceptor body armor (IBA). Wear IAW with DA ALARACT 207/2008 dated 221242Z AUG 08.

(b) The ACS is designed to be worn with the IBA and is classified as a combat shirt. The right shoulder sleeve of the ACS is equipped with hook and loop for the wearing of the Soldier's last name and rank insignia. The shoulder sleeve insignia and the subdued flag will be worn on the left shoulder sleeve and will tucked into the trousers.

(c) The ACS can be worn as a standalone item and is designed to be worn next-to-skin, without a t-shirt, in hot weather. This does not preclude of female undergarments or t-shirts currently approved for wear.

(d) Soldier's wears the ACS in the unit area prior to donning IBA/IOTV, they will wear the ACU or FRACU top over the ACS. **No Soldier will wear the ACS to any Ft Bragg Facilities to include under the ACU or FRACU top.**

(e) **The ACS will be only worn in a deployed or field environment.**

(6) Headgear.

(a) Beret. The maroon beret, the symbol of the Airborne, is the standard headgear for all Soldiers of the XVIII Airborne Corps HHB, the 82nd Airborne Division, and other units on jump status per Army directive. It is authorized for wear with all Class A, B, and C uniforms. It will not be worn in the field environment, with the FLC/LBE, or with the IBA/IOTV. The only exception to this policy is when it is the uniform for a ceremony.

(b) ACU patrol cap. The ACU patrol cap is worn with the ACU in field environments when the ACH is not worn, on work details (e.g. post Clean Sweep Operation, limited range preparation, and AARs), or in other environments where the wear of the beret is impractical, as determined by the commander. In garrison, it is only authorized for wear during training by ALC or EIB cadre, post clean up, or prescribed police details when directed by the MSC CSM. Personnel wear the ACU patrol cap straight on the head so that the cap band is parallel to the ground. The patrol cap will fit snugly and comfortably around the largest part of the head without distortion or excessive gaps. No hair should be visible on the forehead beneath the cap. Sewn or pin-on rank is worn on the ACU patrol cap. The name tape will be worn centered on the hook and loop pads on the back of the ACU patrol cap.

(c) ACU sun (boonie) hat. The ACU sun hat is worn with the ACU in field environments when the ACH is not worn, on work details, or in other environments where the wear of the beret is impractical, as determined by the commander. Personnel wear the ACU sun hat straight on the head so that the web band is parallel to the ground. The ACU sun hat will fit comfortably around the largest part of the head without distortion or excessive gaps. No hair should be visible on the forehead beneath the hat. The draw string on the ACU sun hat can be worn under the chin, around the back of the head and neck, or tucked inside. The draw string will not be worn over the top of the ACU sun hat. The ACU sun hat will not be worn rolled, formed, shaped, blocked, or with an upturned brim. Sewn or pin on rank is worn on the ACU sun hat.

(d) Black/Foliage green micro fleece cap. **The wear out date for the black wool and black fleece cap was 30 September 2009.** This affects Active, Guard, and Reserve components. **The foliage green fleece cap is not an authorized headgear in Garrison environment.** The foliage green micro fleece cap is worn with the ACU in field environments underneath the ACH, on work details in the motorpool and flight line during frigid temperatures, or in other environments where the wear of the beret is impractical, as determined by the MSC Commander and CSM. Soldiers will revert back to the beret as normal head gear while in garrison. Personnel wear the foliage green fleece cap pulled down snugly on the head. Soldiers will not roll the edge of the cap. Standards of wear and appearance specified in paragraphs 1-7 and 1-8 of AR 670-1 apply at all times.



(e) Baseball cap. Parachute riggers may wear the red baseball cap when authorized by CTA in Corps/1st TSC area of operation (garrison environment only) as a non-standard item. The red baseball cap is not authorized to be worn off post or west of Gruber Road.

(f) All personnel, including those Soldiers involved in work details, will wear appropriate headgear in uniform when outdoors. Headgear may be removed whenever it interferes with the safe operation of military equipment. Soldiers will carry their headgear, when it is not worn, in their hands while wearing service, dress, and mess uniforms. Soldiers are also authorized storage of the headgear in the Class C uniform cargo pockets. Soldiers must fold the headgear neatly so as not to present a bulky appearance or protruding from the pocket. Headgear is not required in a privately owned or commercial vehicle, but must be worn at all times while operating a military vehicle.

(7) Boots.

(a) Army combat boots (hot weather and temperate weather). Made of tan rough-side-out cowhide leather with a plain toe and tan rubber outsoles. The boots are laced diagonally with tan laces, with the excess lace tucked into the top of the boot under the bloused trousers, or wrapped around the top of the boot. A rubber outsole is the only outsole material that currently meets the need for durability and traction on surfaces. Other materials (that may be of a lighter weight) may have significant problems in these areas. Metal cleats and side tabs, and sewn-in or laced-in zipper inserts are not authorized.

(b) Optional boots. Soldiers may wear commercial boots of a design similar to that of the Army combat boot (tan), as authorized by the commander. The boots must be made of tan rough-side-out cowhide leather; 8 to 10 inches in height, with a plain toe, and have a tan, rubber outsole. Soldiers may wear optional boots in lieu of the standard issue army combat boots; however, they do not replace issued boots as a mandatory possession item. Optional boots are not authorized for wear when the commander issues and prescribes standard organizational footwear for safety or environmental reasons (such as insulated boots or safety shoes).

(8) Rain/cold weather jackets. Soldiers may wear the black all-weather coat as a raincoat with the ACU only in a garrison environment when they have not been issued organizational raingear. When the cold-weather coat or other authorized cold weather outer garments are worn, Soldiers may wear the olive-green scarf and gloves, but are not required to do so. Soldiers may wear the hood of the cold weather coat at their option. However, when the hood is not worn, Soldiers will tuck the hood into the jacket with the zipper closed. The black or green ACU fleece (ECWCS) can be worn as an outer garment when authorized by the commander.

(9) Gloves. Soldiers may wear gloves with the ACU without the cold weather outer garments (e.g. gortex jacket or field jacket).

(10) Handbags. Female personnel may carry handbags with these uniforms only while in a garrison environment.

(11) Hydration system. Commanders may authorize the use of a black or camouflage (woodland, desert, or ACU) personal hydration system only in a field environment, in high-heat

areas, or on work details. Soldiers will not carry hydration systems in a garrison environment unless the commander has authorized it for one of the situations described above.

(12) Army flash and headgear insignia. No change to current policy. Sewing of the rank insignia on the ACU patrol cap, ACU sun hat, and ACH camouflage cover is authorized

(13) Skill badges, pin-on. Soldiers may wear up to five badges on the ACU. Special skill badges will not be sewn or attached using hook and loop pads on the ACU. All skill badges will be worn above the US Army tape. Badges will be worn in order of precedence from the wearer's left as follows:

(a) One badge: worn 1/8 inch above and centered on the US Army tape.



(b) Two badges: worn vertically, 1/8 inch above and centered on the US Army tape, with 1/4 inch between badges.



(c) Three badges: worn vertically, 1/8 inch above and centered on the US Army tape, with 1/4 inch between badge



(d) Four badges: worn vertically and side-by-side in stacks of two, 1/8 inch above and centered on the US Army tape, with 1/4 inch between badges vertically and 1/2 inch between badges horizontally.



(e) Five badges: Same as above, with the fifth badge placed 1/4 inch above and centered over the top two badges.



(14) Rank insignia. The embroidered rank insignia is 2 inches high and 1 3/4 inches wide, hook and looped, and worn centered on the front hook and loop-face pad of the ACU coat. The background of the rank insignia will be the universal camouflage pattern and it must match the background of the name and US Army tapes.



(15) Branch insignia. Branch insignia will not be worn. As an exception, the US Army Chaplaincy Religious Denomination Insignia may be worn 1/8 inch above and centered on the nametape. The insignia will be pinned on or hook and loop.

(16) Last name/US Army tape. Last name/US Army tapes are 5 inches in length, have a hook and loop-faced pad, and are worn immediately above and parallel with the top of the slanted chest pocket flaps. The background of the last name/US Army tape will be the universal camouflage pattern.

(17) Shoulder sleeve insignia (SSI - unit patch). The SSI is centered left-to-right on the hook and loop-faced pad on the left sleeve of the ACU coat with the top of the Airborne tab flush with the bottom of the pocket flap.



(18) Shoulder sleeve insignia - former wartime service (SSI-FWTS - combat patch). The SSI is centered left-to-right on the hook and loop-faced pad on the right sleeve of the ACU coat with the top of the Airborne tab flush with the bottom of the pocket flap.



(19) US flag insignia (full color or IR): The US flag insignia (full color or IR) is worn on the right shoulder pocket flap of the ACU coat. The flag insignia is placed directly on the top of the hook and loop-faced pad of the ACU coat shoulder pocket flap. The IR US flag insignia is worn as directed by the commander under tactical or field conditions.

(20) Skill tabs. A maximum of three skill tabs may be worn with the ACU. Skill tabs will be centered on the shoulder pocket flap of the hook and loop-faced pad on the left shoulder of the ACU coat in order of precedence IAW AR 670-1. There are only four authorized skill tabs (President's Hundred, Special Forces, Ranger, and Sapper). The maximum of three authorized skill tabs does not include tabs that are part of unit organizational patches such as the Airborne or Mountain tabs, which are worn with the shoulder sleeve insignia below the shoulder pocket flap.

(21) Identification badges. A maximum of two pin-on identification badges may be worn centered on the ACU coat pockets. No more than one identification badge will be worn centered on each breast pocket in order of precedence IAW AR 670-1.

n. The ACU care policy. The following instructions must be followed when caring for the ACU in order to maximize the service life and maintain optimum performance:

(1) Soldiers will not starch the Army Combat Uniform under any circumstances. The use of starch, sizing, and any process that involves dry-cleaning or a steam press will adversely affect the treatments and durability of the uniform and is not authorized.

(2) Wash in cold water and mild detergent containing no optical brighteners or bleach. Tumble dry at low heat (not to exceed 130 degrees Fahrenheit). Remove immediately from the dryer and fold flat or place on a rustproof hanger to ensure heat from the dryer does not set wrinkles. To drip dry, remove from the washer and place on a rustproof hanger. Do not wring or twist.

## 9. UNIFORM FOR TRAINING:

a. For all training and training support west of Gruber Road, Soldiers will wear the Advanced Combat Helmet (ACH) or the ballistic helmet, Interceptor Body Armor (IBA) or Improved Outer Tactical Vest (IOTV), and the MOLLE Fighting Load Carrier (FLC) with the MOLLE sustainment pouches attached. The LCE is authorized for wear if the Soldier was not issued his/her IBA and MOLLE equipment. This requirement includes Soldiers delivering messages, rations, supplies, and ammunition, or providing administrative support to personnel and units undergoing training. Exceptions must be approved by the MSC CSM.

b. ACH/ballistic helmet. All Soldiers will wear the ACH or the ballistic helmet whenever riding in a tactical vehicle west of Gruber Road.

(1) The ACH and the ballistic helmet will be worn with the chinstrap fastened around the chin. During airborne operations, the ballistic helmet's parachutist retention straps will be worn down and fastened. When not conducting airborne operations, the parachutist retention strap will be secured, not visible, inside the helmet.

(2) Soldiers in the rank of Corporal and above will have the insignia of rank on their camouflage helmet cover. Their last name will be printed/sewn/embroidered on the camouflage retainer band in block capital letters using black ink/thread and centered on the front of the helmet. When the night vision bracket is permanently affixed to the helmet, the camouflage retainer band will be routed over the bracket and centered. If no NVG mounting bracket is attached to the helmet, sewn on rank is required on the camouflage cover.



(3) Two one-inch by 3/8 inch pieces of florescent tape will be sewn on the outside back of the helmet camouflage retainer band, centered and 1 1/2 inches apart. The band will be secured to the helmet with two pieces of gutted OD type III nylon cord routed around the camouflage band through the camouflage cover.



c. Interceptor Body Armor/Improved Outer Tactical Vest and Fighting Load Carrier with MOLLE sustainment pouches.

(1) MSC Commanders may authorize the wear of the IBA/IOTV or FLC with MOLLE sustainment pouches attached in three different modes:



(a) IBA/IOTV with SAPI Plates. MOLLE sustainment pouches attached directly to the IBA.

(b) IBA/IOTV with SAPI Plates. FLC over the IBA, with MOLLE sustainment pouches attached directly to the FLC.

(c) FLC with the MOLLE sustainment pouches attached.

(2) Soldiers will carry, as a minimum, two 1-quart canteens attached to the IBA/IOTV or FLC, or carry a hydration system. The hydration system can be either ACU, plain green, woodland camouflage, or plain black. No other colors are authorized. Soldiers will not leave the drinking tube hanging from their mouths when the device is not in use. Soldiers will not carry the hydration system in garrison unless the commander has authorized it for work details.

(3) Soldiers will attach all MOLLE sustainment pouches issued to them (e.g., ammo, fragmentation grenade, zippered medical, and canteen pouches) to either the IBA/IOTV or FLC. The MOLLE waist pack can also be attached to the back of the IBA/IOTV or FLC as an option.

(4) The FLC will be fitted close to the torso but comfortable. The height of the FLC will be worn above the wearer's hip bones. The panels of the FLC will fit closely together on the front of the torso with approximately 1 1/2 inches between them. Soldiers with extremely narrow torsos may not need to use the buckle adjustment in the rear of the FLC. Secure the free running ends of all webbing with the elastic keepers or tape (Fig 10-3).

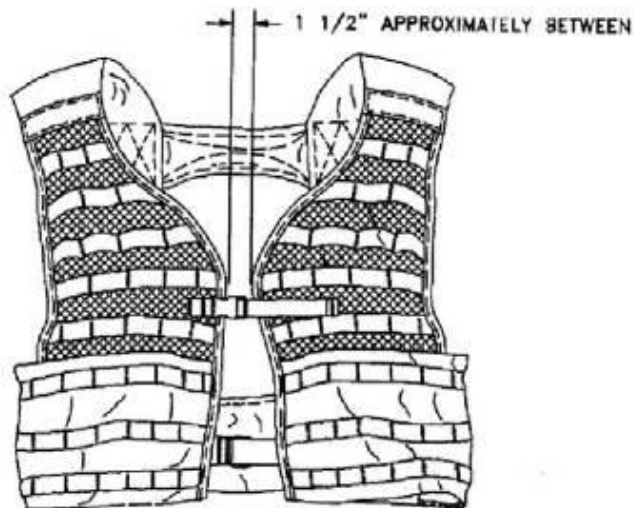
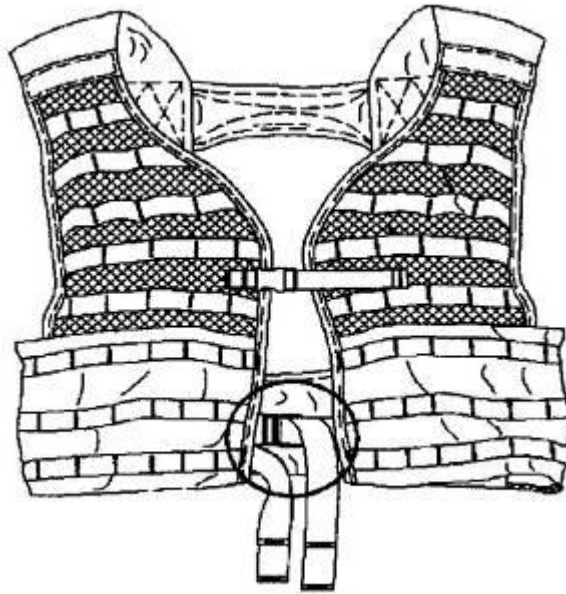


Figure 10-3 Proper measurement of panels when worn



**Improper wear. Straps will be secured by the elastic keepers or tape.**

(5) No beret will be worn with the IBA/IOTV or FLC except during battalion-level change of command and higher ceremonies.

(6) The IBA/IOTV will be worn closed at all times. Snaps are intended as a backup closure and only need to be secured if the hook and loop fails (ex., ripped or frozen).

(7) Soldiers in the rank of Corporal and above will attach their rank insignia to their IBA/IOTV.

d. LCE. The LCE is only worn by Soldiers who have not been issued the FLC.

(1) The LCE will be fitted to rest at waist level. The belt will be buckled at the waist using the standard buckle (except while participating in airborne operations). Modifications, extenders, or changes to buckles, snaps, "550 Cord" or connectors on the belt and suspenders are not authorized.

(2) The LCE consists of the following items (commanders may prescribe additions to this uniform as mission/training dictates IAW AR 350-1 training regulation):

(a) Pistol belt with two ammunition pouches attached on the right and left side of the buckle.

(b) Two canteen covers, two canteens, and one canteen cup attached to the belt at the left and right hips. Canteen caps will be tied with lanyards to prevent loss.

(c) First aid case (with bandage) attached on the firing side of the buckle after the ammunition pouch, with the opening facing upward. A 1/2 inch square piece of glint tape with safety pin will be stored inside the first aid case. During night AC-130 operations, the tape will be affixed to the upper sleeve by safety pin or hook/pile tape.

(d) Compass with case, if issued, attached on the non-firing side of the buckle after the ammunition pouch, with the opening facing upward.

(e) Field pack (commonly referred to as "butt" pack) centered on the rear of the pistol belt (when prescribed by the unit commander), with the straps rolled and secured.

(f) The 9mm pistol will be carried in a regulation/issued holster, and will have a safety lanyard attached to the weapon and pistol belt.

(g) Knives/tools with sheaths can be worn when required by unit SOP.

(h) Hydration System. Commanders may authorize the use of a personal hydration system only in the following situations: in a field environment, in high heat areas, or on work details. Soldiers will not carry hydration systems in a garrison environment unless the commander has authorized it for one of the situations described above. Soldiers will not let the drinking tube hang from their mouth when the device is not in use.

(i) At the discretion of the unit commander, other items (gloves with snap link, radios, additional ammo pouches, entrenching tool, bayonet, yellow reflective belt, etc.) can be prescribed as part of the LCE/ALICE pack, as long as uniformity exists for all Soldiers.

- Earplug cases may be worn on the LCE when required by unit SOP; they will not be worn/exposed on the ACU/ECWCS uniforms.

e. Reflective belt. The CIF-issued, adjustable reflective belt will be worn during PT, attached to the outside of the ALICE/MOLLE pack during road marches, or when safety considerations apply (Fig 10-5 and 10-6, ALICE and MOLLE pack with reflective belt attached).



Figure 10-5 ALICE Pack with Reflective Belt Attached preferred and alternate method.



Figure 10-6 MOLLE Pack with Reflective Belt Routed under Main Straps

f. Foliage green fleece cap. The wear out date for the black wool/fleece cap was 30 September 2009. This affected Active, Guard, and Reserve components. The issued foliage green fleece cap may be authorized for wear beneath the ballistic helmet under field conditions when specified by commanders. The fleece cap must be removed if the helmet is removed. Soldiers are not authorized to wear the fleece cap as a headgear while operating in any TOC. The fleece cap may be worn in the motor pool or on a flight line as authorized by the MSC CDR/CSM, and it may be worn while sleeping under field conditions.

g. Dust mask/scarf. Unit commanders may authorize the wearing of a dust mask/scarf while in vehicles moving where dusty conditions exist. They will not be worn around the neck or attached to the uniform when the Soldier is dismounted from the vehicle.

h. Patrol Cap (formally called BDU cap) is worn with the ACU in field environments when the Kevlar or ACH helmet is not worn. In field environments, personnel wear subdued rank insignia; Chaplains wear subdued branch insignia.

i. Eyewear. When issued, protective eyewear will be worn during field or tactical training.

j. No weapons of any kind will be allowed in any commercial facility.

**10. WINTER UNIFORMS:**

a. Within the Corps, the Extended Cold Weather Clothing System (ECWCS) is the standard outer garment worn with the Class C uniform.

b. Gore-Tex Jacket. When worn, the ECWCS jacket will be zipped and snapped with all pockets secured. Rank insignia and nametape will be worn on the Gore-Tex jacket. Chaplains will also wear rank insignia on the ECWCS. Pin-on rank will be subdued. Pin-on or sewn rank will be worn centered on the chest loop. Nothing else will be worn on the jacket.

c. Fleece Jacket. Worn over the ACU shirt and under the ECWCS.

d. Gloves. Army issue black leather gloves or commercial gloves similar in design with issued/regulation inserts may be worn with or without the ECWCS jacket, or when prescribed by the unit commander.

(1) NOMEX gloves are not authorized for wear with the Class C uniform or IPFU in garrison.

(2) Commanders may authorize the wear of regulation glove inserts (without the black leather gloves) with the IPFU provided that the entire formation is uniform. Individuals running by themselves may wear black inserts.

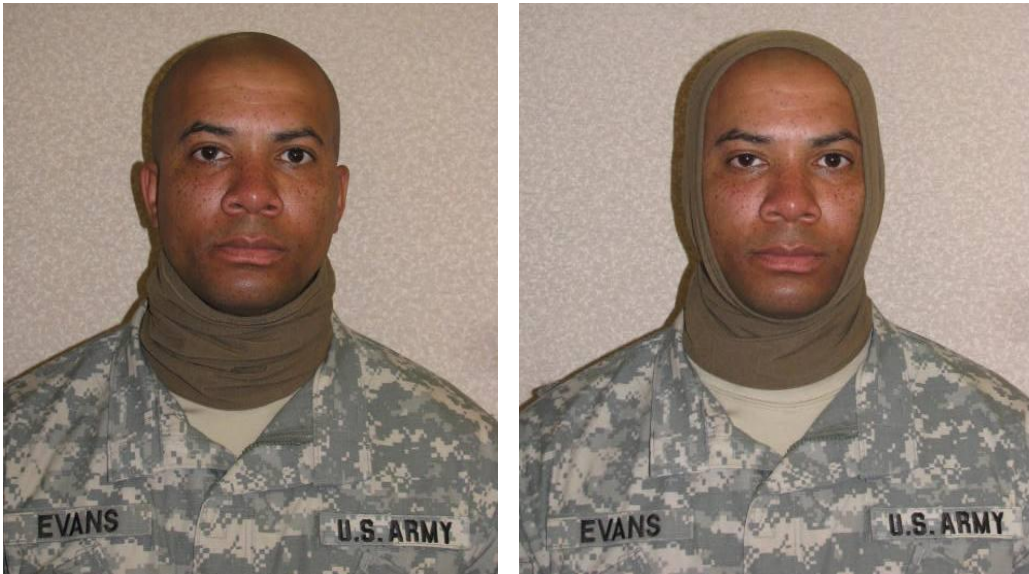
(3) Utility uniforms. Soldiers may wear the black leather glove shells without cold weather outer garments, provided that sleeves are over the tops of the gloves.

e. Cold Weather Underwear. When worn with field clothing, cold weather underwear must meet the requirements of military appearance. The following are acceptable for wear: two-piece long underwear and/or polypropylene underwear, available through supply/CIF channels; or dark colored commercial type thermal underwear.

(1) The polypropylene underwear shirt can be worn completely zipped up in a field environment. While in garrison, the polypropylene underwear will be worn so that it is not visible under the ACU shirt (e.g. unzipped with collar hidden).

(2) Army wool sweaters will be worn completely buttoned. Black or OD green sleeping shirts or commercial underclothing must not be visible when worn with the ACU.

(3) The neck gaiter will be worn as it appears in this pamphlet.



f. The ABDU jacket will only be worn with ABDUs. Flight jackets (solid green in color) will only be worn with the organizational flight uniform when performing actual flight duties. However, commanders may require the camouflage ABDU flight jacket, field jacket, or ECWCS jacket to be worn in formation.

g. Personnel may wear the Army issued field jacket while waiting for CIF Gore-Tex issue.

h. The black pullover sweater may be worn as an outer garment with the Army AG 415 green shirt. The sweater may be worn under the all-weather coat and the black windbreaker.

(1) When worn with the short sleeve green shirt without tie, the shirt collar will be worn open and outside the sweater. When worn with the long-sleeved or short-sleeved green shirt with tie or neck tab (female), the collar will be tucked inside the sweater.

(2) Sleeves will not be rolled or pushed above the wrist.

(3) Officers and enlisted Soldiers in the rank of Corporal and above will wear shoulder boards indicating rank insignia.

(4) If a DUI or RDI is worn, the nameplate will be centered 1/2 inch above the bottom of the patch and the DUI will be centered left-to-right, top-to-bottom above the nameplate. Female personnel may adjust the position of the nameplate and DUI to conform to figure differences. Chaplains will wear branch insignia.

## **11. IMPROVED PHYSICAL FITNESS UNIFORM (IPFU):**

a. The Improved Physical Fitness Uniform (IPFU) is the Army PT uniform.

(1) Soldiers may wear all or parts of a serviceable and clean IPFU while off duty or off post. This not only accommodates the increasing number of Soldiers who engage in off-post fitness



activities, but also allows Soldiers to demonstrate their pride in being in the Army. Ensure your attire is appropriate for the activity in which you are engaged.

(2) The IPFU will NOT be worn in the PX or Commissary.

(3) The IPFU is not the daily duty uniform, but may be designated for some events, such as Banner Day or garrison police detail. Normally, the daily duty uniform is the ACU.

(4) Vehicle drivers or passengers will not wear the IPFU when operating military vehicles, except during All American Week or unit organizational days.

b. The Summer IPFU consists of IPFU Army gray or unit T-shirt (tucked into shorts), Army black shorts, adjustable yellow reflective belt, crew cut socks, and running shoes (Fig 12-1). Crew cut white socks or ankle socks must cover the ankle bone, with no markings or logos (Fig 12-2).







Figure 12-1 Improved Physical Fitness Uniform

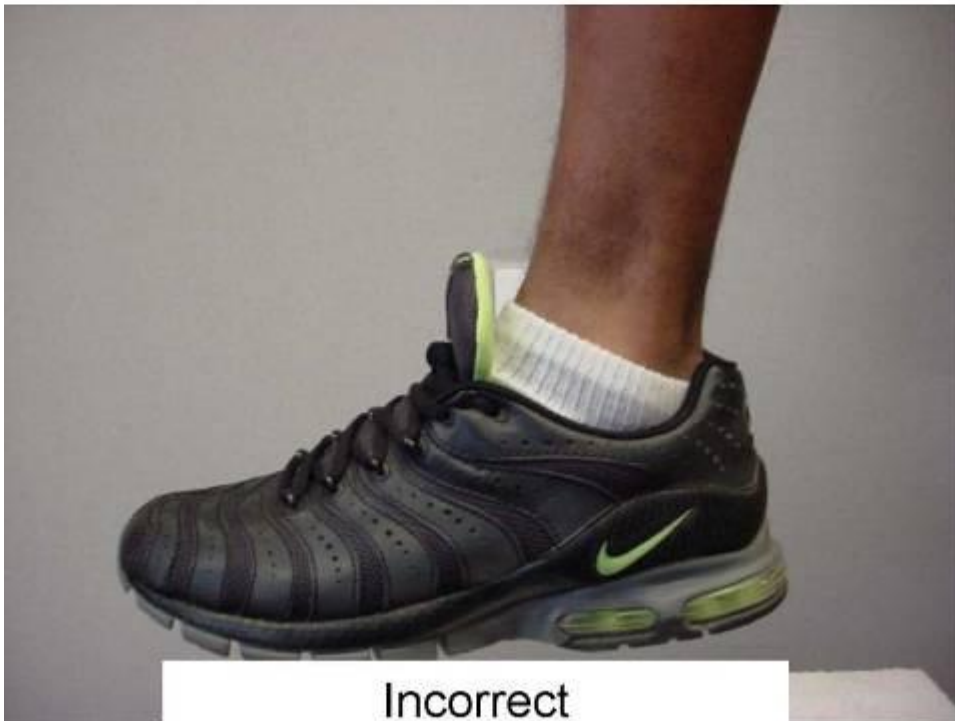


Figure 12-2 Athletic Socks

c. The Winter IPFU consists of the Army IPFU sweat suit (black running pants and gray workout jacket), black shorts, IPFU Army gray or unit T-shirt, yellow reflective belt, crew cut socks, and running shoes. The shirt tail will remain tucked in at all times.

(1) The Army authorized black leather gloves with green/brown inserts may be worn based on weather. Glove inserts may be worn without the black leather gloves at the discretion of the unit commander provided there is uniformity in the formation.

(2) The foliage green CIF issued fleece cap will be worn based on the weather. It will be worn snug on top of the head and can either cover the ears or not cover them, as long as uniformity is maintained during PT formations.

d. The reflector belt must be worn with the IPFU when conducting physical training.

e. The only insignia authorized for wear on the IPFU is the Physical Fitness Badge. When the Physical Fitness Badge is worn, it is sewn on the upper left front side of the IPFU T-shirt and jacket.

f. The Department of the Army has authorized the wear of compression or "biking" shorts with the IPFU. When wearing biking shorts with the IPFU shorts, the only authorized color is black, and they must not have any markings (i.e., brand names) on them.

g. For motivational purposes, unit T-shirts that are voluntarily purchased are authorized for wear when conducting physical fitness training at battalion and separate company level or higher. However, unit sweatshirts are not authorized for wear when conducting physical fitness training.

h. No scarves, rags, or headbands will be worn on the head while conducting physical fitness training.

i. Soldiers will not wear radios, MP3/CD players, or headphones while working out or running outside in the IPFU. The only exception is inside fitness centers, where these items may be worn while wearing the IPFU.

## 12. JEWELRY:

a. A conservative wristwatch or a wrist identification bracelet, limited to medical alert bracelets and MIA/POW identification bracelet (**only one item per wrist**), and not more than two rings (**wedding set is considered one ring**) are authorized with Army uniforms unless prohibited for safety or health reasons.

b. No jewelry, watch chains, or similar items will appear exposed on uniforms. Authorized exceptions are: a conservative tie tack or tie clasp may be worn with the black four-in-hand necktie; and pens or pencils may appear exposed on the ACU, hospital duty, food service, CVC, and flight uniforms.

c. Piercings:

(1) Female Soldiers are authorized optional wear of screw-on, clip-on, or post-type earrings with the service, dress, and mess uniforms. Earrings will not be worn with class C uniforms, to include hospital duty, food service, and physical fitness uniforms.

(2) Earrings will not exceed 6 mm or 1/4 inch in diameter. They will be gold, silver, white pearl, or diamond; unadorned and spherical. When worn, earrings will fit snugly against the ear and will be worn as a matched pair with only one earring per ear lobe.

(3) Male Soldiers are not authorized to wear any type of earring in uniform or when civilian clothing while on any military installation.

(4) Body piercing, such as wearing an earring stud through the tongue or nose, is not authorized.

d. Fad devices, vogue medallions, personal talismans, or amulets are not authorized for wear, in uniform or on duty.

**13. OFF-DUTY APPEARANCE:**

a. In general, the professional atmosphere and high standards of appearance maintained by uniformed military personnel in the XVIII Airborne Corps should carry over into the selection of civilian attire. Wear of appropriate attire avoids public embarrassment and promotes a sense of community. It also assists in the orderly accomplishment of the installation's mission and fosters loyalty, discipline, and morale of Soldiers. Accordingly, the following articles of civilian clothing and appearance are inappropriate for wear in service and off-post facilities:

(1) Clothing worn as an outer-garment which is obviously intended to be worn as an undergarment. This does not include T-shirts.

(2) Clothing with obscene, slanderous, or vulgar words or drawing to include clothing which makes disparaging comments concerning the US Government.

(3) Articles of apparel which depict drugs or drug paraphernalia, or which advocate the use of drugs.

(4) Articles of apparel and grooming which could cause a sanitation problem or prove offensive because of a lack of cleanliness.

(5) Bare feet in any facility except one where footwear is not appropriate, such as swimming pools. Sandals or shoes without socks or stockings are authorized.

(6) Attire that is immodest or likely to offend other patrons (ex., males without shirts in public areas other than recreation areas where such attire is appropriate; females wearing transparent or semi-transparent garments; and persons wearing spandex type bottoms and tops or

swimwear as an outer-garment except at fitness centers and swimming pools).

(7) Swim wear, "short" shorts, and halter tops worn by females are appropriate for sunbathing but are not appropriate for wear in on-post facilities.

(8) Civilian trousers will not be loosely worn so that the undergarment is exposed.

(9) Hair curlers are not authorized for wear, except in beauty parlors or when covered by a scarf or hat. Scarves of any kind will not be worn on the head by any Soldier, on duty or off duty on post.

(10) It is prohibited to wear items of current military uniforms by unauthorized persons or mixed with civilian clothing (with the exception of the black pullover sweater or all weather coat, with the insignia of rank removed, and the physical fitness uniform).

b. You may wear the ACU in all post facilities (theaters, AAFES, PX, service clubs, etc.) at all times, as long as it presents a neat, military appearance.

c. Unrestricted wear of the ACU is authorized off-post on normal duty days between **0500** and **1900** under the following conditions:

(1) Uniform will be complete, clean, neat, and presentable.

(2) Good judgment must be exercised so that Soldiers do not patronize establishments where the primary purpose is to serve alcohol or where more formal attire is required. The ACU is inappropriate for official social functions off the installation, such as dinners, memorial services, and funerals.

(3) Personnel returning from field operations/maneuvers or after 1900 will travel directly home and may only stop enroute for essential items (bread, milk, gas, emergency auto repair items).

d. Uniforms while traveling. The authorized uniforms while traveling are prescribed in Department of Defense and Army directives. All personnel are reminded of the responsibility to maintain a high standard of dress and appearance. When in uniform you represent not only the United States Army, but also the XVIII Airborne Corps.

e. Applicability. The provisions of this regulation are applicable to all patrons and their guests who are ten years of age and over at all Fort Bragg facilities. These facilities include, but are not necessarily limited to, the Post Exchange and its concessions, the commissary and its branches, theaters, hobby and craft shops, Youth Services, recreational facilities, snack bars, education centers, hospital/medical centers, troop medical clinics and dental clinics. Entrance may be denied to persons not complying with this regulation (NOTE: Persons will not be denied emergency medical or dental care because of their attire; however, appropriate clothing is required for routine appointments). The dress code for the Installation Club System is found in the appropriate house rules. The dress code for dining facilities will be established by each unit commander.

**14. PERSONAL HYGIENE.** All Soldiers are expected to abide by Army hair and fingernail standards and grooming policies.

a. **Hair.** Many hairstyles are acceptable in the Army. As long as the Soldier's hair is kept in a neat and clean manner, the style's acceptability will be judged solely by the criteria described below. Extreme or fad style haircuts/styles are not authorized. If dyes, tints, or bleaches are used, colors must be natural to human hair and not present an extreme appearance. Lines or designs will not be cut into the hair or scalp. Styles of hair and texture differ among different ethnic groups and these differences affect the length and bulk of hair, as well as the style worn by each Soldier. During physical training, hair will comply with AR 670-1 standards. Haircuts, without reference to style, will conform to the following standards:

(1) Male Soldiers.

(a) The hair on top of the head will be neatly groomed. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. The hair will, at a minimum, present a tapered appearance, where the outline of the Soldier's hair conforms to the shape of the base of the neck. When the hair is combed, it will not touch the ears, eyebrows or collar, except for the closely cut hair at the back of the neck. The block cut fullness in the back is permitted to a moderate degree, as long as the tapered look is maintained. In all cases, the bulk or length of hair may not interfere with the normal wear of headgear, protective masks or equipment.

(b) Males are not authorized to wear braids, cornrows, or dreadlocks (unkempt, twisted, matted individual parts of hair) while in uniform or in civilian clothes on or off duty. Hair that is clipped closely or shaved to the scalp is authorized.

(c) Sideburns will be neatly trimmed. The base will be a clean-shaven horizontal line that is not flared. Sideburns will not extend below the lowest part of the exterior ear opening. Sideburns must not present a faddish appearance and must compliment the hair style.

(d) The face will be clean-shaven (including prior to the first daily formation/physical training, and over weekends and off-duty periods while on post). If a mustache is worn, it will be kept neatly trimmed, tapered and tidy, and will not present a chopped off appearance. No portion of the mustache will cover the upper lip line or extend sideways beyond a vertical line drawn upward from the corner of the mouth. Handlebar mustaches, goatees, unshaven hair under the lower lip, and beards are not authorized. If beard growth is prescribed by an appropriate medical authority, the length required for medical treatment must be specified (i.e., "A neatly trimmed beard is authorized. The length will not exceed 1/4 inch.") The Soldier must carry a copy of the beard profile on his person at all times.

(e) The wearing of a wig or hairpiece by male personnel in uniform or on duty is prohibited except to cover natural baldness or physical disfiguration caused by an accident or medical procedure. When worn, it will conform to the standard haircut criteria as stated.

(2) Female Soldiers.

(a) Females will ensure their hair is neatly groomed, that the length and bulk of the hair are not excessive, and that the hair does not present a ragged, unkempt, or extreme appearance. Likewise, trendy styles that result in shaved portions of the scalp (other than the neckline) or designs cut into the hair are prohibited.

(b) Females may wear braids and cornrows as long as the braided style is conservative, the braids and cornrows lie snugly on the head, and any hair-holding devices comply with the standards in AR 670-1. Dreadlocks (unkempt, twisted, matted individual parts of hair) are prohibited in uniform or in civilian clothes.

(c) Hair will not fall over the eyebrows or extend below the bottom edge of the collar, to include braids, which will be neatly and inconspicuously fastened or pinned. Styles that are lopsided or distinctly unbalanced are prohibited.

(d) Ponytails, pigtails, or braids that are not secured to the head, widely spaced individual hanging locks, and other extreme styles that protrude from the head are prohibited. Extensions, weaves, wigs, and hairpieces are authorized; however, these additions must have the same general appearance as the individual's natural hair. Additionally, their style and length must conform to the grooming policies set forth in AR 670-1.

(e) Females will ensure all hairstyles do not interfere with the proper wear of military headgear and protective masks or equipment at any time. When headgear is worn, the hair will not extend below the bottom edge of the collar.

(f) A hairnet will not be worn unless required for safety or health reasons. If the commander requires its wear, it will be provided at no cost to the Soldier.

(g) Hair holding ornaments (such as, but not limited to, barrettes, pins, clips), if used, must be unadorned, plain, and transparent or similar in color to the hair, and will be inconspicuously placed. Beads or similar ornamental items are not authorized.

b. Fingernails. All personnel will keep fingernails clean and neatly trimmed so as not to interfere with performance of duty, detract from the military image, or present a safety hazard.

(1) Females will not exceed a nail length of 1/4 inch, as measured from the tip of the finger. Females will trim nails shorter if the commander determines that the longer length detracts from the military image, presents a safety concern, or interferes with the performance of duties. Females may wear nail polish with all uniforms as long as the color is conservative and complements the uniform. Extreme shades of nail polish such as purple, gold, blue, black, and white will not be worn. French nails are not authorized.



c. Cosmetics. Female Soldiers are authorized to wear cosmetics that are applied conservatively (as determined by the commander) and in good taste. Exaggerated or faddish cosmetic styles are inappropriate with the uniform and will not be worn. Lipstick may be worn with all uniforms as long as the color is conservative and complements the uniform. Extreme shades of lipstick will not be worn.

d. Hygiene and body grooming. Soldiers are expected to maintain good daily hygiene and wear their uniforms so as not to detract from the overall military appearance.

e. Tattoos. Any tattoo or brand anywhere on the head or face is prohibited except for permanent make-up. Tattoos that are not extremist, indecent, sexist or racist are allowed on the hands and neck. Initial entry determinations will be made according to current guidance. Tattoos or brands that are extremist, indecent, sexist, or racist are prohibited, regardless of location on the body, as they are prejudicial to good order and discipline within units. (Reference AR 670-1 [www.armyg1.army.mil/hr/uniform](http://www.armyg1.army.mil/hr/uniform) )

## **15. PHYSICAL FITNESS:**

a. Physical readiness is critical to the successful accomplishment of the XVIII Airborne Corps mission. It is as important as proficiency in military skills, tactical and technical training, and material readiness. Every Soldier assigned to the Corps must be fit to fight. Consequently, every Soldier will strive to take physical training a minimum of five times per week. The Corps standard is to run four miles in 36 minutes. IAW 350-1, sports activities will not be conducted during the hours of 0630-0745.

b. Weight Control Program. The Corps has an active weight control program (Army Regulation 600-9). Soldiers are weighed in summer PT uniform (without shoes) while in-processing and evaluated by their commander each time they take the APFT, or at least once every six months. Soldiers who exceed their maximum screening weight or appear overweight will have their body fat calculated. Soldiers who exceed their maximum percentage of body fat allowance are placed on the weight control program. The weight control program consists of the following elements:

- (1) Participation in the program for a minimum of 30 days.
- (2) Suspension of favorable personnel actions (FLAG).
- (3) Dietary counseling.
- (4) Health education session/medical evaluation.
- (5) Participation in an aerobic activity a minimum of three times per week.
- (6) Soldiers failing to make satisfactory progress after six months of enrollment will be processed for separation or given a bar to reenlistment IAW AR 600-9, AR 635-200, and AR 601-280.

**16. MILITARY COURTESY:**

a. Courtesy is respect for and consideration of others. In the Army the various forms of courtesy have become customs and traditions. It is important to render these courtesies correctly.

b. Salutes. The exchange of a salute is a visible sign of good discipline, mutual respect, unit pride, and esprit de corps. Salutes in the XVIII Airborne Corps should be the sharpest in the United States Army.

(1) Each salute should be rendered with a greeting and response. The Corps greeting is, "All the Way, Sir/Ma'am!" The response from the officer will be, "Airborne!"

(2) Saluting distance is recognition distance. If an officer is coming your way, wait until you are about six paces apart, and then salute. If the officer is at a distance and turning away, then the proper saluting distance is recognition distance.

(3) All Soldiers, officer and enlisted, will render the necessary salute unless the act would be impractical (e.g. arms full of packages), in which case the verbal greeting will still be rendered.

(4) Be alert for the vehicles of general officers, which are identified with plates depicting their rank attached to the front of the vehicle. Proper military courtesy requires that you render a salute to these officers as they pass.

(5) The US Flag, as distinguished from "Colors," is not saluted except during the ceremonies of raising and lowering the flag and when it is passing in a parade. The US Flag trimmed on three sides with golden yellow fringe is a Color and is saluted as appropriate. Do not salute the US Flag on the flagpole except during retreat and reveille.

(6) Salutes will be exchanged during all field training.

c. Greeting of the day.

(1) Greeting Officers:

d. If outdoors you will render a hand salute within 6 paces of each other. Also a greeting of the day will be given.

e. If indoors a greeting will be given with no hand salute. The same greeting applies as the above.

(2) Greeting NCO:

• If outdoors you will give the greeting of the day to all NCOs' to include personnel not in the unit. If indoors the greeting will be given.

d. The following rules apply in most situations you are likely to face:

(1) Unit headquarters, orderly rooms, supply rooms, dayrooms, and squad rooms. The first person to see an officer who is higher in rank than the officer present in the room should call "Attention!" The senior Soldier present in the area should then report to the visiting officer. In smaller rooms containing one or two enlisted Soldiers, the Soldier(s) should rise and stand at the position of attention when an officer enters the room.

(2) Offices, shops, hangars, and medical treatment facilities. When an officer enters, personnel who are working do not come to attention unless the officer speaks to them.

(3) If the NCO is the highest ranking person entering the building you will sound of with "At Ease" (e.g. 1SG enters the building in the morning for P.T.).

(4) Dining facilities. The first person seeing a Battalion Commander or CSM senior in rank to those present in the dining facility should call "At ease!" so that their presence is known and necessary action can be taken. The Soldiers should fall silent but continue to work or eat. The senior dining facility OIC or NCOIC should report to the officer.

(5) Hallways. The first person to see an officer who is senior in rank to the unit commander or officers on the floor should call "Attention!" for Soldiers of the unit in the vicinity. When a senior noncommissioned officer enters a room/area, "At Ease!" will be sounded.

(6) During conversations. All Soldiers, officer or enlisted, will come to the position of attention facing a senior officer when spoken to in an official capacity. Normally the senior officer will direct "At ease" or "Carry on" if the situation merits. When an enlisted Soldier is speaking to an NCO, the Soldier will stand at "Parade Rest" unless otherwise directed by the NCO. A subordinate should stand when spoken to by someone senior in rank, unless the superior directs otherwise.

(7) When walking with a senior, the junior officer or enlisted Soldier will walk to the senior's left side.

(8) When an officer approaches Soldiers in a formation, the person in charge calls, "Attention!" and renders a salute for the entire group. When an officer senior in rank approaches a group of individuals not in formation, the first person to see the officer calls, "Group, Attention!" and everyone in the group faces the officer and renders a salute with the appropriate greeting. However, Soldiers working as part of the detail or participating in some other group activity such as athletics do not salute. The person in charge, if not actively engaged, salutes for the entire detail or group of Soldiers.

(9) Cell phone etiquette. Cell phones will be turned off during all briefings and formations. **Soldiers will not walk and talk while operating a cell phone or use any type of blue tooth ear piece while in uniform.** Cell phones are not authorized in the field unless authorized by MSC CDR or CSM. Only one cell phone is authorized to be worn while in uniform. When talking to a senior noncommissioned or commissioned officer, show proper military bearing before answering an incoming call. If the caller does not outrank the individual you are speaking with, do

not give precedence to the caller. Cell phone use, to include texting, is not authorized while driving a POV or military vehicle on Fort Bragg. While operating a POV, a "hands free" device must be utilized.

(10) Soldiers will not walk and smoke at the same time.

(11) Retired military personnel should be given the respect normally afforded their active duty rank.

e. Retreat. The Retreat ceremony is another military tradition. It symbolizes the respect we as citizens and Soldiers give to our flag and our country. This meaningful tradition is celebrated in two distinct parts: the bugle call "Retreat" followed by the bugle call "To the Colors" or, if a band is available, the National Anthem.

(1) When outside in uniform (not in formation) and you hear "Retreat," you should face toward the Colors, if visible. If the Colors are not visible, face towards the US Flag on the flagpole, and assume the position of "Attention." During retreat ceremonies, all vehicles in the area will stop. Military occupants will dismount the vehicle and render the proper courtesy. When required, the senior Soldier should bring the formation to attention and salute.

(2) If you are in civilian attire and hear "To the Colors" or the National Anthem, you are expected to place your right hand over your heart and remove all headgear. It is also authorized for active duty and retired personnel to salute while in civilian attire.

(3) During an inside ceremony (not in formation), military personnel will stand at "Attention" and will not "Present Arms" unless the ceremony is specified to be an outdoor ceremony conducted indoors.

(4) If in a POV, in uniform or not, you will safely pull to the side of the road, all military passengers will exit the vehicle, and all will take the proper actions stated above. If in a tactical vehicle, only the vehicle commander will exit the vehicle and take the proper actions stated above.

## **17. SINGLE ENLISTED SOLDIER HOUSING:**

a. Single Soldier Housing (SSH) is a partnership between the unit leaders and the Garrison staff with regard to housing single Soldiers in permanent party barracks. This initiative is one part of the Army Plan to improve the quality of life of our single Soldiers by providing them quality living areas, giving them responsibility for their rooms, and holding them accountable for damages. SSH staff is responsible for the administrative duties of the day-to-day barracks operations. Responsibilities include: Report barracks utilization, assign residents to and clear residents from rooms, provide access to rooms, perform minor maintenance (Self Help) and vacant room maintenance, coordinate and track maintenance requests, and maintain accountability for barracks furnishings and keys. All residents are responsible to ensure that high standards of cleanliness are maintained in the rooms, common areas, and outside the buildings. Residents are responsible for their visitors' actions while in the barracks.

b. Soldiers must process through their respective Barracks Management Team (BMT) for the assignment of rooms. The BMT will prepare a hand receipt for the Soldier to sign accepting responsibility for the room and all furnishings within.

c. For questions or information on the Single Soldiers Residents Guide please refer to the following link under the First Sergeant Barracks Initiative:  
<http://www.bragg.army.mil/dpw/documents.html>

d. Specific Policies:

(1) Alcohol. The intent is to deglamorize the consumption of alcohol. Alcohol is permitted in the barracks. Brigades or separate battalion commanders may restrict amounts and type consistent with unit requirements and common sense (e.g., no alcohol during recalls, lock-downs, or other unique times consumption is inappropriate).

(a) Consumption of alcohol while on duty is prohibited.

(b) Soldiers below the legal drinking age will not consume, store, or purchase alcohol, nor will it be stored or purchased for them.

(c) Soldiers 21 years of age and older will store only a reasonable amount of alcohol in their rooms. Reasonable amounts are: 1 bottle of hard liquor and 1-2 six packs of beer (not 2 bottles of hard liquor or 3 six packs of beer).

(2) Checks of Barracks. The normal context of checks may be more limited than an inspection (e.g., “check of air conditioning filters in place”). This is not different from an inspection - it’s the chain of command exercising its responsibility.

(3) Cohabitation. Although visitors are allowed, they are not permitted to spend the night, live in the barracks, or abuse the visitation privileges. This includes use of barracks facilities intended for Soldiers. Soldiers residing in the barracks may have visitors of either sex in their rooms from 1700 until 2400 Monday through Friday, and from 0800 until 2400 on weekends and holidays. Midnight is established as a reasonable time to end visitation so that all Soldiers can receive a full night’s rest. In no case will visitors spend the night; barracks are not motels. Cohabitation is strictly forbidden. Visitation is a privilege - not a right.

(4) Command Presence. All units will establish and maintain a presence of command during off duty, weekends, and holidays before and after midnight. The purpose is to know what goes on and to fix problems, situations, or individuals and to “know” your Soldiers.

(5) Contraband. Soldiers may not have contraband in the barracks or in their privately owned vehicles (POVs) anywhere on post. Examples include illegal drugs, privately owned weapons, pyrotechnics, nun chucks, and other items designed by the Commanding General.

(6) CQ. **CQs are mandatory in all units.** Brigade and Separate Battalion Commanders may establish CQs for specific purposes and periods at their own discretion.

(7) Flags/Banners. Properly displayed flags of the Nation, States, US territories and possessions are permitted. Appropriate regulations as to display, dignity, and respect with regard to the flag of the United States of America will be followed. Brigade Commanders and Separate Battalion Commanders will address other foreign flags with exception to the flag/banner policy – example: an official exchange soldier from a foreign army.

(8) Formal Inspections. These are normally “stand-by” type of formations that are unit oriented. Example: payday procedures, Command Inspection Program. They may involve layouts, corrective actions, or remedial procedures as a part of the program. All inspections or checks should include a corrective or follow-up plan and feedback to the Soldiers. All units will have a routine that includes periodic formal inspections.

(9) Health and Welfare Inspections. These are scheduled inspections geared to root out contraband, illegal substances, and other deficiencies. The use of Military Working Dogs or other technical means may be utilized in addition to the eyes and ears of the chain of command.

(10) Inspections. Rooms and common areas will be inspected to ensure standards of cleanliness; security, functionality, and safety are met. Normally this is performed daily by the chain of command. This does not have to be approved by any designated rank or be on the training schedule. Units may want to put this in an SOP to provide further clarity.

(11) Occupancy. The goal is no more than two per standard (2 person) room. NCOs may be one per room.

(12) Personal Property. Stereos, phones, refrigerators, microwaves, civilian furniture, and bedding are permitted. Units will set standards for use.

(13) Pets. No pets of any type are authorized. This includes reptiles and fish.

(14) Plants. No large floor plants or those that would stain or damage the room are authorized. Commanders may establish a “No Plant” policy if plants and their maintenance is inconsistent with their operational needs and OPTEMPO/OPCYCLE.

(15) Posters, Wall Displays, Screen Savers. Nothing may be displayed that is in “bad taste” and could be construed as offensive to any other Soldier in the unit based on race, gender, religion, national origin, or creed. Commanders will determine what is offensive, tears down unit cohesion, or is prejudicial to good order and discipline in their unit. Examples of offensive and inappropriate displays are:

(a) Nudity.

(b) Glorification of drugs.

(c) Racist, extremist, or violent gangs.

(d) Extremely cruel, inhumane, bizarre or otherwise incompatible with normal unit cohesion.

(16) Privileges. Some special advantages or permission of benefits (usually gained/granted for proper duty performance, demonstrated maturity, and evidence of self discipline) may be granted by the unit commander. Example: Barracks visitation, off duty "Pass."

(17) Prohibited Items. Contraband and any number of a broader variety of items may be prohibited by commanders. Subordinate commanders may prohibit other items in their unit areas as necessary to ensure safety, preserve unit cohesion, and maintain good order and discipline. Examples include unsafe items such as flammables, and divisive items such as openly displayed racist signs, symbols, and/or literature, which have been determined by the unit commander to be prejudicial to good order and discipline.

(18) Room Arrangements. Soldiers may wish to add customized accents to make their room feel more like home. While Single Soldier Housing supports such projects, it requires Soldiers to secure authorization for alterations from the BMT prior to work being performed and to ensure that potential health and safety hazards are prevented. There are no standard arrangements. Units will prohibit unsafe and bizarre arrangements.

(19) Room Paint. Soldiers are authorized to paint their rooms as long as it is in good taste. Prior to clearing the room the Soldier must restore the room to its original color. The original paint color can be requested thru DPW. No dark colors, bizarre patterns, or other schemes are allowed.

(20) Safety. Units will establish a safety program IAW current directive.

(21) Smoking. Smoking is **not** authorized inside the barracks rooms/buildings. Smoking materials must be disposed of properly.

(22) Visitations. Visitors and guests are welcome, but are subject to all Fort Bragg rules contained in the Soldier Responsibility Agreement and FSBI Guide. Social visits of a temporary nature by Soldiers or their family members are authorized. Cohabitation is strictly forbidden.

a. Visitations are suspended during Global Response Forces, call outs, or when the commander determines that it impacts adversely upon mission readiness.

b. Visitation is a privilege. Commanders may revoke this privilege if abused.

## **18. ON AND OFF-DUTY CONDUCT:**

a. You are sworn to uphold the Constitution, and you serve the American people. They have a right to expect that you will carry out your duties and conduct yourself properly on and off-duty. Civil laws pertain to all citizens, Soldiers included. You must obey these laws.

b. Traffic regulations.

(1) Driver's license. You must possess a valid state driver's license to operate a privately owned vehicle (POV) on post and off-post. A military operator's identification card is not a valid license for operating a POV. Some states, including North Carolina, require a special license or



modifications to a motor vehicle license in order to operate a motorcycle. A North Carolina Driver's License branch is located on Knox Street (Bldg #8-T-2105).

(2) Vehicle registration. To operate a motor vehicle on post, you are required to have a valid driver's license and state registration. Vehicle registration on post is **mandatory**. Your Common Access Card (CAC), copy of your orders assigning you to the installation, a valid driver's license, state registration, current state vehicle inspection, and minimum vehicle insurance of \$25,000 bodily liability per person, \$50,000 bodily liability per accident, and \$10,000 property damage liability are required for registration. Any lapse in liability insurance will result in a 30-day revocation of your North Carolina license tags. Registration can be accomplished at the One Stop Processing Center (Bldg A-T-6643).

(3) Speed limits. Unless otherwise posted, the speed limit on Fort Bragg is 25 MPH. Speed limits are strictly enforced.

(4) Seatbelts. All personnel (military and civilian) will wear all required restraining devices (lap belts and shoulder belts when so equipped) when riding in any vehicle, on or off duty, on or off post. Failure to do so violates state law and may result in a fine IAW state law. In addition, your insurance may refuse to pay if you are involved in an accident.

(5) Noise. . No operator of a motor vehicle will emit excessive music/noise while the vehicle is parked or in motion. The following are examples of excessive noises that violate this noise abatement policy:

(a) Personal vehicular music amplification will be considered "excessive" when operated in such a manner as to be plainly audible at a distance of 50 feet in any direction from the vehicle.

(b) Motor vehicles emitting excessive noise due to lack of a functioning muffler, or to a muffler modified to increase the noise emitted.

(6) Do not operate a military vehicle if it's not properly dispatched. All operators must have a current and otherwise valid permit (i.e., SF 46 or OF 346) covering the vehicle being operated. Do not dispatch or allow dispatching of any vehicle unless both the dispatch and driver's permit are proper and cover the vehicle being dispatched.

(7) When either a driver or passenger of any motorcycle, on or off duty, on or off post, you must wear the following equipment:

(a) Department of Transportation (DOT) approved helmet.

(b) Shatter-proof eye protection.

(c) Gloves.

(d) Long-legged pants.

(e) Long sleeve shirt or jacket.

(f) Leather boots or shoes.

(g) High visibility safety vest with reflective stripes on the front and rear of the vest, or the CIF issued reflective belt worn over the shoulder and under the operator's arm. This allows for better visibility to other vehicle operators.

(8) It is illegal to park vehicles in no parking zones. For the purpose of this regulation, "no parking zones" include, but are not limited to:

(a) Fire lanes.

(b) Yellow-painted pavement delineating no parking areas. Defined as the yellow-painted areas adjacent to the parking space and on the curb or loading dock (mess hall or other), in fire lanes adjacent to buildings, and adjacent to sidewalks or within parking lots.

(c) Safety zones. Defined as the areas alongside or opposite any street excavation or construction where stopping, standing, or parking would obstruct traffic; on any railroad track or within 50 feet of a railroad crossing; on a pedestrian crosswalk or the area within 20 feet of a crosswalk at an intersection; within 30 feet of any flashing signals; or at any place where official signs prohibit parking.

(d) Intersections.

(e) In front of fire hydrants or public or private driveways.

(9) Double parking. No vehicle may be parked in any manner that blocks another vehicle parked in a parking space or on the street.

c. Drugs.

(1) It is a violation of both the Uniform Code of Military Justice (UCMJ) and North Carolina state law to knowingly possess, use, and/or distribute a controlled substance.

(2) Under AR 635-200 and the UCMJ, Soldiers who wrongfully use controlled substances may be processed for separation or face court-martial charges depending on the nature of the offense. First time offenders who are noncommissioned officers or have three years or more years of total military service will, at a minimum, be processed for separation. All Soldiers must be processed for separation for a second offense. If facing court-martial charges, the maximum punishment for wrongful use of marijuana, Phenobarbital, and Schedule IV and V controlled substances is two years confinement, a dishonorable discharge, and total forfeitures. For other controlled substances, including cocaine, heroin, spice and LSD, the maximum punishment is five years confinement, a dishonorable discharge, and total forfeitures. The punishment for wrongful distribution ranges from ten to fifteen years confinement.

(3) Under state law, penalties can range from a misdemeanor with a fine of \$100 (less than

half an ounce of marijuana, first offense) to a felony with five years in prison and a \$5,000 fine (greater than 1 1/2 ounces of marijuana or hashish).

(4) The Corps runs an active drug and alcohol program, and Soldiers can expect unannounced urinalysis testing at least twice a year.

(5) Soldiers who use their vehicles for illegal purposes (ex., to transport controlled substances) are potentially high-risk drivers. Commanders should consider recommending suspension of installation driving privileges until the investigation or disciplinary action is completed. If Soldiers are convicted of or receive non-judicial punishment for any felony committed with the use of a motor vehicle, commanders should consider recommending revocation of installation driving privileges.

d. Alcohol usage/laws and policies.

(1) XVIII Airborne Corps personnel within the confines of Fort Bragg Military Reservation will not sell, transport, consume, possess, introduce, or offer alcoholic beverages to others in any of the following except when specifically authorized by the Corps Commander or DCSM and in accordance with guidance provided with such authorization:

- (a) Army aircraft or vehicles.
- (b) Theaters and Dining Facilities.
- (c) Military training areas while being used for military training purposes.

(2) Regardless of location, XVIII Airborne Corps personnel will not:

(a) Sell, transfer, distribute, introduce or offer alcoholic beverages to any person(s) under the age of 21. Soldiers under the age of 21 will not buy, possess, or consume beverages containing alcohol. North Carolina State Law prohibits these acts.

(b) NCOs and officers have an affirmative duty to stop unauthorized activity and report Soldiers whom they witness violating the above paragraph, if they know or reasonably should know that one of the Soldiers involved in the violation is under the age of 21. There is no duty to stop the activity if doing so would put the NCO or officer in danger. However, the duty to report remains. Report violations to the violator's chain of command as well as to the chain of command of the NCO or officer witnessing the activity.

(c) Consume beverages containing alcohol while on duty. Duty hours are from 0630-1700, Monday through Friday, and any other time between assembly and dismissal from any other previously scheduled duty requirement, whether on Saturday and/or Sunday, or occurring before 0630 or after 1700. Previously scheduled duty assignments include, but are not limited to: physical training, guard duty, charges of quarters, or staff duty NCO/Officer.

(d) Consume alcoholic beverages while in uniform prior to 1700, Monday through Friday, except holidays, regardless of duty status.

(e) Be drunk on duty, or have an alcohol concentration in the Soldier's blood or breath which is equal to or greater than either 0.05 grams of alcohol per 100 milliliters of blood, or 0.05 grams of alcohol per 210 liters of breath, as shown by chemical analysis, while on duty. While on duty, a Soldier who registers .05 or higher is in violation of this paragraph. Additionally, to be in violation of this regulation, the Soldier must have known or reasonably have had knowledge prior to becoming drunk that he/she had duties to perform.

(f) Consume alcohol beverages at organizational functions without the approval of the battalion commander or the first officer in the chain of command in the grade of O-5 or above. The approval authority assumes full responsibility for all persons and their actions resulting from the function. Requests to have alcoholic beverages at such functions must include:

- Why the serving of alcoholic beverages is an integral part of the event and how it contributes to combat readiness.
- What measures the commander has prepared to preclude excessive drinking and operating a motor vehicle while under the influence of alcohol.
- What measures the commander will take to preclude the serving of alcoholic beverages to underage family members, civilian guests, and Soldiers.

(g) Consume beverages containing alcohol during group deployments and tactical military training exercises, except when specifically authorized in writing by the first O-6 in the chain of command after consultation with and approval from the appropriate Deputy Commanding General. This exception, if granted, does not apply to Soldiers under 21 years of age.

(1) Alcoholic Beverages in Single Enlisted Soldier Quarters.

- See paragraph 17 e (1) on page 46 and 47 of XVIII Airborne Corps Pam 600-2.

(4) Motor Vehicle Alcohol Laws:

(a) It is a violation of North Carolina state law and Fort Bragg regulations to operate a motor vehicle with a blood alcohol content (BAC) of .08 or higher.

(b) Open Container Laws. Alcoholic beverages may be transported in the passenger compartment of a motor vehicle in the manufacturer's unopened original container. However, Corps personnel will not transport or consume any open alcoholic containers in the passenger area of a motor vehicle. The area of the trunk shall not be considered part of the passenger area. An opened alcoholic beverage is defined as a container of alcoholic beverages in which the seal has been broken. In accordance with North Carolina law, this prohibition applies to both the driver and the passengers of a motor vehicle, and it makes the driver responsible for his/her own actions and the actions of the passengers.

(c) Soldiers should be aware that current insurance rates could increase significantly when arrested and convicted of driving while impaired/intoxicated.

e. Firearms/Prohibited items. All Soldiers and family members are required to comply with the following items concerning the use, transport, and storage of firearms.

(1) All active duty members residing on Ft. Bragg must register all Privately Owned Weapons (POWs) with the Provost Marshal. This registration must occur within five working days from the time they begin residing on Fort Bragg, or from the time a new firearm is purchased, legally disposed of, or acquired. Official and unofficial visitors who intend to remain on the installation for 5 days or less are not required to register their firearms, but must store their firearms with the Military Police IAW XVIII Airborne Corps and Fort Bragg Regulation 190-12 (paragraphs 5-1 and 5-2).

(2) Prior to transporting weapons onto Fort Bragg for hunting, target practice, or sporting events, all persons must register their weapons with the Provost Marshal using FB Form 1381, Weapons Registration Form.

(3) FB Form 1381 is available for pickup at the vehicle registration locations on Fort Bragg. Forms may also be obtained by sending a self-addressed stamped envelope to the Public Safety Business Center, ATTN: Weapons Registration, Fort Bragg, NC, 28310. Return all completed forms to any vehicle registration location for data entry. The bottom half of the form will be stamped by the PMO and returned to the applicant, indicating compliance with the registration.

(4) Persons stopped and found to have inaccurate or misleading data will be considered in violation of Post and Army regulations. All persons will keep their copy of Fort Bragg Form 1381 on their person when in actual transport of weapons as proof of compliance with this regulation, and will produce the same to any Military Policeman or other Federal Law Enforcement Officer, to include Fish and Game Personnel on Fort Bragg, when so requested IAW XVIII Airborne Corps and Fort Bragg Regulation 190-12.

(5) Service members who have registered their weapons and are leaving Fort Bragg on PCS or ETS orders will advise the PMO by notifying any vehicle/weapon registration point of their departure and of their new duty station, if applicable. The PMO Stamp will then be affixed on their Clearing papers.

(6) Prior to purchase of any firearm to be stored on Fort Bragg, all individuals residing on this installation will obtain written permission for such purchase from their commanding officer.

(a) Service members residing on this installation must complete FB Form 1380, Application for Authority to Purchase a Firearm. Applicants may obtain a copy of FB Form 1380 from the Police Services section of the PMO located on Butner Road. The PMO will do a local records check to determine any previous violations. Applicants will then submit the FB Form 1380 to their company commander for signature.

(b) Commanders are the granting authority for permission to purchase a firearm if the firearm is to be stored on Fort Bragg this does not apply to personnel residing off post and storing

their POWs at private residences. Battalion commanders will act as the appellate authority. The PMO records check is only for the purpose of bringing prior violations to the commander's attention. Commanders should consider the reliability, stability, maturity, and disciplinary record of applicants when granting permission. The commander will make a copy of the form and maintain it in the service member's file until PCS or ETS. After receiving the commander's approval, the form will be returned to the PMO for a second local background check and PMO stamp. A copy of the FB Form 1380 is retained by the PMO and the applicant is given the original. The applicant may present this form to any licensed firearm dealer for the purchase of a rifle or shotgun in North Carolina. In addition to the completed FB Form 1380, service members who seek to purchase handguns must present the PMO stamped FB Form 1380 to their respective North Carolina Sheriff's Department in order to obtain a North Carolina Handgun Purchaser's Permit.

(7) It is unlawful to store, transport, use, or possess privately owned firearms, weapons, and ammunition except:

- (a) In a unit arms room, family quarters, or bachelor enlisted or bachelor officer quarters.
- (b) When engaged in sporting activities, such as hunting or target shooting, at locations authorized by the Installation Commander.
- (c) When transporting privately owned firearms, weapons or ammunition between places of use, possession, or storage, as authorized by the unit or Installation Commander.
- (d) In your off-post quarters, Federal and State laws are the controlling guidance for off post purchase and storage of POWs.

(8) It is unlawful to transport, or cause to be transported, any loaded privately owned firearm.

(9) It is unlawful to possess military ammunition, including blank ammunition, except as authorized by the unit or Installation Commander.

(10) It is unlawful to carry concealed or openly displayed on the person any Bowie knife, dirk, dagger, sling shot, loaded cane, metallic knuckles, razor, shuriken, stun gun, pistol, gun, or other similar deadly weapon. This prohibition will not apply to the following:

- (a) An ordinary pocketknife carried in a closed position. An ordinary pocket knife is defined as a small knife, having a cutting edge of no more than five inches in length, designed for carrying in a pocket or purse, which has its cutting edge and point entirely enclosed by its handle, and that, may not be opened by a throwing or explosive/spring action.
- (b) A hunting or fishing knife, when not concealed, for the purpose of use in conjunction with authorized hunting, fishing, military training or field exercises.
- (c) Personnel acting under orders requiring them to carry arms and weapons.

(11) It is unlawful to possess "blackjacks," "slappers," riot clubs, night sticks, lead or iron

pipes, rubber or plastic hoses wrapped with tape or filled sand, lead, buckshot, or any other material; or any similar devices, except when specifically authorized by the unit or Installation Commander for duty, officials, or guards performing police duties or guard duty.

(12) It is unlawful to use or possess nunchucks, stars, shuriken, stun guns, or other related martial arts weapons outside training/exhibition areas authorized by the unit or Installation Commander.

(13) It is unlawful to conceal on the person, or within his immediate reach, razors, ice picks, screwdrivers, or similar devices and tools to use as weapons.

(14) It is unlawful to use or possess pyrotechnics, grenades (including smoke), or other explosives of any type, except when authorized by the unit or Installation Commander for use in conjunction with approved military training.

(15) It is unlawful to use or possess mace or any other commercial or homemade device designed to disperse a chemical agent for the primary purpose of incapacitating another, except when authorized in writing from the Soldier's company commander.

(16) It is unlawful to possess bolt cutters, crowbars, wrecking bars, or other tools which could be used to gain entry into a secured area, room, or wall locker, except for those items which would normally be used in individual maintenance of an automobile or motorcycle and are secured in a POV/motorcycle, family quarters, or bachelor officer/enlisted quarters.

(17) The use of air rifles, air pistols, paint ball guns, slingshots, spear guns, or other projectile throwing devices, except at locations specifically designated by the Installation Commander for authorized hunting or proficiency training, is prohibited on the Fort Bragg Military Reservation.

(18) To prevent damage to personal and government property, the flying of remote controlled aircraft in the Fort Bragg cantonment area is prohibited.

(19) Willful violations of the above items are punishable under the UCMJ and applicable civil laws.

f. Absent Without Leave (AWOL). Absence without leave is a serious military offense. If you leave or remain absent from your unit, organization, or place of duty, you may be punished under the UCMJ, Article 86, Absence without Leave. The maximum punishment for being AWOL is eighteen months confinement, a dishonorable discharge and total forfeitures. AWOL Soldiers lose a day's pay for each day of AWOL. They also have their ETS, DOR, and PEBD moved back one day for each day of AWOL. If you have a personal problem which requires your absence from duty, seek the advice and assistance of your chain of command.

g. Fraternalization. In order to maintain good order and discipline and to enhance mission accomplishment, the Army has established rules for relationships between Soldiers of different ranks. There are restrictions on business and social activities between senior officers/NCOs and

junior enlisted Soldiers. You were briefed on these restrictions during your in-processing. If you are unclear about any of these restrictions, refer to AR 600-20, chapter 4, or ask your chain of command.

h. **Benefits of an Honorable Discharge.** In order to preclude the loss of veteran's benefits and substantial prejudice in civilian life, it is to each Soldier's advantage to earn an Honorable Discharge. An individual who serves until his/her normal expiration date will receive an Honorable Discharge with no loss of veteran's benefits. A Less than Honorable Discharge may be awarded as part of a court martial sentence or administrative separation. Personnel receiving a discharge under other than Honorable conditions will not be paid for their accrued leave and are not eligible for many of the DoD, Veterans Administration, and other benefits that are provided to Soldiers with Honorable Discharges. In addition, most employers will ask you for a copy of your separation document (DD Form 214) when seeking civilian employment, which will list the type of discharge you received. Any discharge that is less than Honorable may affect future employment opportunities and subject you to substantial prejudice in civilian life.

### **19. PAWNING OR SELLING ORGANIZATIONAL CLOTHING AND EQUIPMENT.**

Soldiers are prohibited, regardless of location, to pawn, sell, or assist in the pawning or selling of organizational clothing and individual equipment, military clothing, or any other property substantially similar to military property, without the written approval of the unit commander. Unit commanders will approve sale or pawning only after the Soldier has clearly demonstrated personal ownership of the property. Personal ownership can be demonstrated only by a legible sales slip which clearly identifies the property, or by a sworn statement of ownership. The individual wishing to pawn military gear even in this case must be in possession of a full military issue. Ownership may also be established by having a Soldier sign a statement swearing that the item is not government owned but is personal property, and having a verifying inventory of appropriate issue property conducted by a commander's delegate (E-7 or above). Commanders will maintain copies of consent and, where appropriate, signed inventories and statements of ownership. Commander's consent will include all pertinent data to include name of requesting Soldier, description of item, and description of proof of ownership used.

### **20. SOLDIER FINANCES:**

a. Soldiers are expected to manage their personal affairs satisfactorily and provide adequate support to their family members. Soldiers are paid based on their rank and time in service. All Soldiers are required to participate in the Sure-Pay Program meaning that military pay will go directly to either a checking account or savings account of your choice. This is a useful way to keep an accurate account of your money, reduce potential pay difficulties, receive your pay regardless of your location on payday, and reduce the possibility of theft.

b. If you have a checking account, you can cash a check in the PX and other facilities. Use caution with "quick cash" locations off post when cashing a check. Many of these businesses charge high fees and/or percentage rates of interest for check cashing. There are many locations on post that a Soldier can use to cash a check, including the Main Post Exchange, banks, and credit unions. Any AAFES facility will allow you to write a check for twenty dollars over the purchase amount.



c. Check-writing offenses.

(1) If you write a check and do not have sufficient funds for payment of the check, you may be subject to punishment under the UCMJ if your conduct was in bad faith, showed gross indifference, or had the intent to defraud or deceive. The maximum punishment for writing worthless checks is 6 months confinement, a bad-conduct discharge, and total forfeitures. The maximum punishment for writing checks with insufficient funds and the intent to deceive is 5 years confinement, a dishonorable discharge, and total forfeitures.

(2) If you write a bad check to a business or company, you may be subject to service fees in addition to returned check fees from your bank. Your commander may also require you to attend a financial management class.

(3) If you write a check at AAFES and do not have sufficient funds in your checking account, AAFES has its own system of penalties which you will be subject to in addition to the UCMJ. Your check will be returned to the AAFES facility where it was written and you will be required to pay a service charge in addition to the amount of the check. Your social security number will be entered into the AAFES system to determine whether your check cashing/writing privileges have already been suspended due to previous offenses. AAFES will then suspend your check writing privileges for anywhere from six months to indefinitely depending on the seriousness of the offense.

(4) The sponsor is responsible for the check-writing offenses of family members. Organize your budget so that you can live within your income. You are encouraged to put away a certain amount each month in savings bonds or some other savings plan. Your chain of command can assist you in seeking assistance in resolving your financial concerns.

d. Government Sponsored Travel Cards. Intentional use of a government charge card for other than official government business constitutes misuse, and depending on the situation, may constitute fraud. Each agency develops and implements policies related to employee misuse of charge cards. Examples of misuse include: purchases that exceed the cardholder's limit, purchases that are not authorized by the agency, purchases for which there is no funding, purchases for personal consumption, and, purchases that do not comply with the policies that govern each particular card type.

- Potential consequences for the cardholder may include: counseling, cancellation of the card, a written warning, notation in employee performance evaluation, reprimand, and/or suspension or termination of employment. (Reference under FAQ at <http://www.gsa.gov>)

e. Off-duty employment. You may desire to supplement your pay by working part-time off duty. This may normally be authorized as long as it does not interfere with your military duties and has the approval of the unit commander. Unscheduled military after-duty requirements have priority over off-duty employment. If you desire to work during your off duty time, you must submit a written request for approval to your commander. This request will include your duty assignment; the name, address, and telephone number of your prospective employer; a brief description of the work to be performed; and the hours of employment.

f. Financial assistance. If you need financial planning assistance, contact your Unit Financial NCO or Army Community Services at 396-2507.

g. Army Emergency Relief (AER). After contacting your Unit Financial NCO, you may apply for AER assistance. You are required to bring a DA Form 1103 signed by your commander, your last LES, and documents showing emergency need (when applicable). Commanders are authorized to approve up to \$500 on the spot for Soldiers. Active duty Soldiers lacking the funds to meet their monthly obligations may request AER funds up to \$500 by submitting a completed DA Form 1103 to their immediate Commander. Lack of funds could be for a myriad of complex reasons or as simple as overextending themselves the previous month. Whatever the reason, the company commander must be satisfied that the Soldier's request is reasonable, justifiable, and needed. If the commander approves the Soldier's request under this category, they complete item 19 of DA Form 1103 and write in "Commander's Referral" next to the approved box.

h. Consumer Credit Counseling. The Fayetteville Consumer Education Affairs office, 323-3192, provides the following services:

(1) Makes available material on general consumer information, particularly products and services, and consumer entitlement and responsibilities.

(2) Provides the services of a counselor who is aware of products, service locations and pitfalls commonly encountered while purchasing.

(3) Conveys consumers' complaints resulting from dealing with local businesses.

(4) Maintains information on products and surveys, ranging from automobiles and mobile homes to borrowing money. All consumers are encouraged to make an appointment.

i. ACS, 396-2507, sponsors an eight-hour period of instruction on personal finance management. This class covers common sense personal finance issues such as your money, checkbook management, the careful use of credit, and savings and investment programs. Your company or battalion training NCO can provide more information about this course.

j. AR 608-99, Family Support, Child Custody, and Paternity. AR 608-99 is a punitive regulation that requires Soldiers to provide financial support to their geographically separated dependents. The monetary amount is determined by a court order or a valid separation agreement. If there is no written agreement or court order, a Soldier is required to pay an amount equal to BAH II (basic allowance for housing at the "with dependents" rate) to his or her geographically separated family members who reside off post. The Soldier must pay this amount whether or not he or she actually receives BAH II. If the Soldier's geographically separated family members reside on post, the Soldier is not required to pay any additional financial support. When the supported family member(s) move(s) out of Government family housing, the Soldier will provide BAH II-WITH, IAW AR 608-99 paragraph 2-6.d.2. BAH-DIFF is the difference between BAH-WITH and BAH at the "without dependents" rate. If the Soldier has dependents who reside in different locations, the Soldier will pay support under a pro-rated share formula. Commanders also have certain obligations including conducting an investigation upon receiving a complaint of nonsupport.

Because it is a punitive regulation, Soldiers in violation are subject to UCMJ action at the commander's discretion.

k. Fort Bragg Tax Center. From January to April, the Fort Bragg Tax Center opens its doors to help Soldiers, family members, and retirees with their tax preparation. The Fort Bragg Tax Center location will be published prior to tax season.

**21. EDUCATIONAL OPPORTUNITIES:** The Fort Bragg Education Center, 396-6721, is located in Bldg C-13571 on the corner of Knox and Randolph Street. Their mission is to provide Fort Bragg and the XVIII Airborne Corps with the support of the Army Continuing Education System by building professionalism, encouraging self-improvement, and serving each individual at his/her academic level of need. On-post College Programs, eArmyU, Basic Skills Education Program (BSEP), High School Completion Program (HSCP), English as a Second language (ESL) Foreign Language Headstart Program (FLHP), Continuing education, MOS improvement programs, Learning centers and Computer-based instruction through CYBIS is available by calling 396-2351. Contact your education counselor for more specific information concerning the materials available at the learning centers or visit <http://www.bragg.army.mil/dhr/aces.asp>

**22. ASSISTANCE ORGANIZATIONS:**

a. If you have a problem you cannot resolve, do not keep it to yourself. There are many people who are interested in helping you and your family.

b. The first person you should contact is your immediate supervisor. He or she is extremely interested in helping you and is available 24 hours a day. Use your chain of command.

c. Army Community Services stands ready to provide information, assistance, and guidance on such varied subjects as financial planning, food stamps, emergency care, and baby-sitting. ACS also maintains a loan closet for newly arrived Soldiers and family members awaiting household goods. An ACS 82nd Annex is located on the first floor, Room 120, Gavin Hall, Bldg C-7417, 432-7979.

d. Soldiers and their dependents are eligible for free legal assistance regarding non-criminal civilian and military administrative matters (e.g., contracts, wills, insurance, leases, separation agreements, report of survey rebuttals, reprimand rebuttals, NCOER appeals, and powers of attorney) from the Legal Assistance Office located in building 2-1133. You may call 396-2511 for more information.

e. Soldiers are eligible for assistance in military criminal matters from Trial Defense Services (TDS). TDS is located in building C-3832 and can be reached at 907-1950.

f. The American Red Cross is located on main post at the corner of Macomb and Hamilton Roads. You can contact the Red Cross during office hours, 0800-1630, Monday through Friday at 907-7124 or 396-1231. After office hours, you may contact the Red Cross at 1-877-272-7337. The Red Cross provides military personnel and their family members with:

- (1) Counseling and guidance on personal and family matters.
- (2) Communication/reports for emergency leave consideration between the Para Soldier and his/her family.
- (3) Emergency financial assistance for emergency needs.
- (4) Meeting immediate emergency needs as a result of a disaster.
- (5) Information on service-connected benefits.
- (6) Arranging for health care and safety courses.
- (7) Recruiting and training volunteer workers for specific activities in dental and hospital clinics as well as blood, health, and safety programs.

g. Your unit Chaplain is always available to you for spiritual or family counseling. A duty Chaplain is on call at all times. Unit Chaplains also have access to the Corps food locker, which contributes food to needy Soldiers and their families.

h. Another source of assistance at any time is CONTACT. CONTACT is a crisis intervention hotline for information and referral. The hotline is open 24 hours, 7 days a week at 485-4134.

i. Family Action Council. The Family Action Council is an unofficial organization composed of family members from each major unit and separate command whose purpose is to identify and arbitrate problems between families and post agencies. The Family Action Council formalizes areas of concern in its monthly meeting and presents them to the post leadership.

j. Military OneSource. Military OneSource Online is a DoD web-based service which provides information regarding parenting and childcare, personal and family readiness, education, retirement, caring for older adults, disability, financial issues, legal issues, work, international issues, managing people, health, emotional well-being, addiction, and every day issues. The website is located at <http://www.militaryonesource.com/skins/MOS/splash.aspx>.

### **23. INSPECTOR GENERAL ASSISTANCE:**

a. All Soldiers and their families have the right to present complaints, grievances, or requests for assistance to the Inspector General. These may include what the Soldier reasonably believes evidences fraud, waste, and abuse. The IG provides the Commanding General continuing assessments of unit readiness, discipline, morale, and operational effectiveness. The IG serves as an honest broker with assurance of appropriate confidentiality and as an impartial fact finder who ensures due process, protection of Soldiers' rights, and as a source of knowledge of regulatory guidance for commanders and Soldiers.

b. Before visiting the Inspector General, you should consider if your chain of command can address your concerns more quickly and simply. You do not have to tell anyone why you want to

visit the IG, but you must have permission from your chain of command to be absent from your place of duty if you choose to visit the IG during duty hours.

#### **24. EQUAL OPPORTUNITY ASSISTANCE:**

a. The XVIII Airborne Corps will not tolerate violations of the US Army Equal Opportunity Policy.

b. The XVIII Airborne Corps and the US Army provide equal opportunity for all Soldiers and family members, without regard to race, color, religion, gender, or national origin. We also provide an environment free of sexual harassment, unlawful discrimination, and offensive behavior. This policy applies on and off post; during duty and non-duty hours; and to working, living, and recreational environments.

c. Each company and battalion sized unit has an NCO appointed as an Equal Opportunity Leader, and there is a full time school-trained Equal Opportunity Advisor in each brigade and at Corps Headquarters. You should know who your company EO Leader is. These EO specialists can answer questions, provide assistance, and help to resolve complaints. You are always welcome to visit them. In most cases, however, the chain of command, when made aware of a potential EO issue, will act quickly to resolve the situation.

d. Gangs and Extremist Groups. The purposes and activities of gangs and extremist organizations are inconsistent with the responsibilities of military service and the Army values. All Soldiers must reject participation in these groups. If a member of a gang or extremist group contacts you or tries to recruit you, notify your chain of command immediately.

#### **25. OPEN DOOR POLICY:**

a. Every commander in the XVIII Airborne Corps, down to company/detachment commanders, has an open door policy. Commanders are available to their Soldiers at all times. If you have a problem, use your chain of command.

b. The Army's policy is that each person, regardless of age, sex, race, creed, and national origin, deserves and will have fair and equal treatment.

#### **26. LEAVES AND PASSES:**

a. Leave. Soldiers accrue 30 days of leave annually. It is accrued at the rate of 2 1/2 days each month. Your accrued leave is shown on your Leave and Earnings Statement (LES). Soldiers are encouraged by commanders to take periodic short leaves or leave during the unit's scheduled block leave rather than save up a large number of days, which they may not be able to use all at one time. Leaves are requested in advance according to your unit SOP and are approved by commanders using DA Form 31. Leave, both ordinary and emergency, taken outside the continental US (OCONUS) must be approved in advance by the Soldier's chain of command and G1/AG.

b. Passes. A pass is an authorized absence from your unit for a relatively short period of time. Passes are a privilege to be awarded to deserving Soldiers by commanders. They are not a right. Passes are granted only to deserving Soldiers and only when you are not required to perform essential duties.

(1) Soldiers who earn a Corps CDR, DCG-O, DCG-S, or CSM coin will earn a three-day pass.

(2) Distance limitations on a pass should be determined by unit commanders based on safety, good sense, and mission requirements.

c. Soldiers will uphold the expected standards of conduct and appearance while on leave or pass and remember that they represent the United States Army and XVIII Airborne Corps. Failure to return by 2400 hours on the designated last day of leave could result in you being AWOL. The unit phone number(s) contained on the DA Form 31 will be used to contact your unit if you cannot return by the prescribed time. When you are on pass or leave, it is your responsibility to make sure that your unit knows where you are and when you will return.

## **27. STANDARDS OF CONDUCT FOR THE CQ AND SDNCO:**

a. The NCO on duty will be held accountable for all incidents that occur during their tour of duty. They will remain alert, diligent, and active during the entire tour of duty. All battalion and brigade SDNCOs will be E-5(P) or above, no exceptions.

b. There will be no electronic game devices of any kind at the CQ/SDNCO desk. Soldiers and NCOs are not allowed to sleep at any time while performing CQ or SD duties.

c. All CQs and SDNCOs in the Corps should wear brassards on their left sleeve to identify themselves as the NCO on duty for that unit. Units are authorized to create their own standard brassard with unit insignia and markings.

d. The CQ/SDNCO will not leave the unit area for any reason during their tour of duty. The CQ/SDNCO are allowed no more than 30 minutes to consume meals. All meals will be consumed at the CQ/SDNCO desk/unit area or in the unit DFAC.

e. A Soldier/NCO will receive a compensatory day to recover after 24 hours of duty. They get this compensation because the duty is meant to be hard work.

## **28. PAYDAY ACTIVITIES:**

- Payday Activities is a good time for small unit leaders to observe and make corrections on their Soldiers. They may want to schedule counseling at this time. It is also a time for the chain of command to talk to Soldiers and for first line supervisors to do their monthly counseling with their junior enlisted.

**29. CLOSING.** If you conscientiously apply yourself to your job and follow these standards, you will enjoy yourself and find the Corps and Fort Bragg (Home of the Airborne) a great place to serve.

**APPENDIX A  
SAFETY**

Soldiers must ensure that everything they do is done safely. Safety is an individual as well as a leader responsibility; every Soldier in the Corps is a “Safety Officer/NCO.” Everyone, from the Corps Commander down, must take an active role in the identification and prevention of accidents. Nothing we do in training is worth the life or limb of one of our Soldiers. This section addresses policies and measures you may take to help protect the force. If you need additional information, have suggestions, or wish to report a safety violation, contact the Installation Safety Office at 396-SAFE.

**a. Composite Risk Management (CRM).** The OPTEMPO and the daily training of Soldiers assigned to the XVIII Airborne Corps bring with them inherent hazards. Soldiers must practice risk management during their daily activities in order to protect our force. CRM is a five-step process that is used to identify hazards and take measures to lessen the risk to Soldiers. All accepted residual risk must be approved at the appropriate level of command utilizing a DA Form 7566. The risk management process is listed below:

(1) Hazard Identification. Detect hazards and risks associated with operations. Identifying risks involves closely looking at each phase of training or operations.

(2) Initial Assessment. Each hazard is examined, and an initial risk level is determined based on probability and severity. You may use the Risk Assessment Tool to determine the initial risk level for each hazard. These first two steps in the Risk Management Process, Hazard Identification and Initial Assessment, make up your risk assessment.

		<b>PROBABILITY</b>				
		<b>FREQUENT</b>	<b>LIKELY</b>	<b>OCCASIONAL</b>	<b>SELDOM</b>	<b>UNLIKELY</b>
<b>S E V E R I T Y</b>	<b>CATASTROPHIC</b>	<b>E</b>	<b>E</b>	<b>H</b>	<b>H</b>	<b>M</b>
	<b>CRITICAL</b>	<b>E</b>	<b>H</b>	<b>H</b>	<b>M</b>	<b>L</b>
	<b>MARGINAL</b>	<b>H</b>	<b>M</b>	<b>M</b>	<b>L</b>	<b>L</b>
	<b>NEGLECTIBLE</b>	<b>M</b>	<b>L</b>	<b>L</b>	<b>L</b>	<b>L</b>



PROBABILITY	
Frequent	Occurs very often, known to happen regularly
Likely	Occurs several times, a common occurrence
Occasional	Occurs sporadically, but is not uncommon
Seldom	Remotely possible, could occur at some time
Unlikely	Can assume it will not occur, but not impossible
SEVERITY	
Catastrophic	Complete mission failure or the loss of ability to accomplish a mission Death or permanent total disability Loss of major or mission-critical systems or equipment Major property or facility damage Severe environmental damage Mission-critical security failure Unacceptable collateral damage
Critical	Severely degraded mission capability or unit readiness Permanent partial disability or temporary total disability exceeding three months time Extensive major damage to property or the environment Security failure Significant collateral damage
Marginal	Degraded mission capability or unit readiness Minor damage to equipment or systems, property, or the environment Lost days due to injury or illness not exceeding three months
Negligible	Little or no adverse impact on mission capability First aid or minor medical treatment Slight equipment or system damage, but fully functional or serviceable Little or no property or environmental damage

(3) Develop Control Measures and Make Decision. When risk elimination is not possible, risks will be controlled without sacrificing essential mission requirements.

(a) Develop control measures for each identified hazard to mitigate the severity of the risk associated with the hazard.

(b) Determine if the control measure affects the probability, severity, or both, and determine the residual risk for each hazard.

(c) Determine the overall risk from all of the residual risks. The overall risk cannot be lower than the **highest** residual risk.

(d) Make an informed decision at the appropriate level. Accept the mission if the benefits outweigh the cost. The following is a list of approving authority levels:

Low Risk	Company Commander
Moderate Risk	Battalion Commander
High Risk	First O-6 Commander in the Chain of Command
Extremely High Risk	First GO in the Chain of Command

(4) Implement Controls. Implement risk control measures. Leaders will integrate procedures for controlling risk into plans, orders, standing operating procedures (SOPs), preliminary training, and other channels that ensure procedures are used during operations. Implementation will involve the chain of command.

(5) Supervise and Evaluate Operations. Supervision techniques used for overall operations (such as spot checks and performance indicators) will be used for risk control.

**b. Alcohol Use.** Use the following chart to estimate the amount of alcohol you may consume before you are considered under the influence. As part of the GRF or any other assigned mission profile, you are considered under the influence or drunk on duty when your BAC is .05 or higher.

Blood Alcohol Concentration Estimate – for Men

Drinks <sup>A</sup>	Body Weight In Pounds								Influence <sup>B</sup>
	100	120	140	160	180	200	220	240	
1	.04	.03	.02	.02	.02	.02	.02	.02	Possibly
2	.08	.06	.05	.05	.04	.04	.03	.03	
3	.11	.09	.08	.07	.06	.06	.05	.05	Impaired
4	.15	.12	.11	.09	.08	.08	.07	.06	
5	.19	.16	.13	.12	.11	.09	.09	.09	DUI
6	.23	.19	.16	.14	.13	.11	.10	.09	
7	.26	.22	.19	.16	.15	.13	.12	.11	
8	.30	.25	.21	.19	.17	.15	.14	.13	
9	.34	.28	.24	.21	.19	.17	.15	.14	
10	.38	.31	.27	.23	.21	.19	.17	.16	

<sup>A</sup> One drink is 1.25 oz. of 80 proof liquor, 12 oz. of beer, or 5 oz. of wine  
<sup>B</sup> Subtract .01 for each hour of drinking

Blood Alcohol Concentration Estimate – for Women

Drinks <sup>A</sup>	Body Weight In Pounds								Influence <sup>B</sup>
	90	100	120	140	160	180	200	220	
1	.05	.05	.04	.03	.03	.03	.02	.02	Possibly
2	.10	.09	.08	.07	.06	.05	.05	.04	
3	.15	.14	.11	.10	.09	.08	.07	.06	Impaired
4	.20	.18	.15	.13	.11	.10	.09	.08	
5	.25	.23	.19	.16	.14	.13	.11	.10	DUI
6	.30	.27	.23	.19	.17	.15	.14	.12	
7	.35	.32	.27	.23	.20	.18	.16	.14	
8	.40	.36	.30	.26	.23	.20	.18	.17	
9	.45	.41	.34	.29	.26	.23	.20	.19	
10	.51	.45	.38	.32	.28	.25	.23	.21	

<sup>A</sup> One drink is 1.25 oz. of 80 proof liquor, 12 oz. of beer, or 5 oz. of wine  
<sup>B</sup> Subtract .01 for each hour of drinking

**c. POV Safety.**

(1) POV accidents are the number one cause of fatalities Army-wide. Alarming numbers of Soldiers are killed and injured every year here and at every installation across the Army. Everyone, from the individual Soldier to Commanders, must take aggressive measures to reduce the number of POV fatalities. Remember, safety does not end when you take the uniform off.

(2) The primary causes of accidents are:

(a) Drinking and driving.

(b) Fatigue.

(c) Speed.

Note: Failure to use seatbelts may increase the severity of injuries.

(3) All Soldiers below the age of 26 will attend the Army Traffic Safety Training Program (ATSTP) prior to reporting to their unit.

(4) Soldiers cited for a moving violation referenced in Fort Bragg Regulation 385-10 will attend the Saturday Driver Improvement Training (DIT) within 30 days of the citation, or they will have their on-post driving privileges revoked.

(5) All Soldiers will complete the Travel Risk Planning System (TRiPS) prior to going on leave, pass, TDY, or PCS. This can be accessed through the Army Combat Readiness Center website at [https://crcapps2.crc.army.mil/ako\\_auth/TRiPS/default.aspx](https://crcapps2.crc.army.mil/ako_auth/TRiPS/default.aspx).

(6) Use common sense when operating a privately owned vehicle. Ensure the vehicle is in good condition prior to operation. Leaders will conduct an inspection of vehicles monthly or prior to the start of a long weekend. Deficiencies will be corrected prior to operating the vehicle. The checklist below is an example of areas to inspect prior to vehicle operation and can be found at: <https://safety.army.mil/povmotorcyclesafety/TOOLS/DrivingPOVPreTripChecklistInspection/tabid/632/Default.aspx>.

**POV INSPECTION CHECKLIST**

**Vehicle Year:** \_\_\_\_\_ **Make:** \_\_\_\_\_ **Model:** \_\_\_\_\_

***At least a two weeks period should be allowed to ensure timely repairs.***

ITEM	WHAT TO CHECK	LOOK FOR KNOWN DEFICIENCIES	CHECK OFF
<b>TIRES</b>			
Condition	Tread depth, wear, weathering, evenly seated, bulges, imbedded objects, cuts, breaks. Tire pressure IAW owner's manual (the tire pressure may also be found in either the glove compartment, inside the fuel door, or on the inside of the driver's door). At least one mm of tread over entire traction surface. <i>(Using a penny, place it in the tire treads with head facing downward. If the tread does not reach the top of Lincoln's head, there is insufficient tread depth)</i>	Front    Rear  PSI _____ lbs	
Spare tire	Spare tire (inflated), jack, lug wrench	Pass    Fail	
<b>LIGHTS</b>			
Head lights	Both high and low beams operational, cracked, condensation, secured	Left    Right	
Tail Lights	Lenses intact, tail light working when turned on (red)	Left    Right	
Brake lights	Lenses intact, brake light working when brake is applied (red)	Left    Right	
Turn Signals	Lenses intact, left and right turn signals blink (red lights in rear and yellow lights in front)	Front    Rear Left    Right	
Backup lights	Lenses intact, left and right backup lights work (White Light)	Left    Right	
Four-way Flashers	Lenses intact, left and right turn signals flash/blink at the same time	Front    Rear Left    Right	
License Plate Light	Lenses intact, does light stay on	Pass    Fail	
<b>WINDSHIELD, WINDOWS &amp; WIPERS</b>			
Windshield	Not cracked, broken or scratched to the degree that impairs vision	Pass    Fail	
Rear Window	Not cracked, broken or scratched to the degree that impairs vision	Pass    Fail	
Windows	Windows go up and down, scratched or tinted to the degree that impairs vision	Pass    Fail	
Window controls	Check handles, push electric buttons	Front    Rear	
Windshield wipers	Both wipers are installed on vehicle, windshield wipers work, blades show signs of wear	Pass    Fail	
<b>MIRROR</b>			
Mirror Outside	Missing, cracked	Left    Right	
Mirror Inside	Missing, cracked	Pass    Fail	
<b>BUMPERS</b>			
Bumper Front	Missing, loose, broken	Pass    Fail	
Bumper Rear	Missing, loose, broken, bent in any way to cause a hazard	Pass    Fail	
<b>BRAKES</b>			
Brakes	Foot pedal cannot travel more than half way to floor, does brake light stay on	Pass    Fail	
Emergency Brake	Properly adjusted, check emergency brake by: pull/push emergency brake, apply foot to brake, gently press gas pedal, ensure brake holds vehicle	Pass    Fail	

<b>Interior</b>		
Horn	Does it work	Pass Fail
Defroster Front	Ensure hot air blows out above the dash	Pass Fail
Defroster Rear	Check light on dash, if in the winter ensure it works by allowing the rear windshield to clear up	Pass Fail
Emergency equipment	(OPTIONAL) First aid kit, warning triangle, flashlight, fire extinguisher, blanket, flares, shovel, chains, tools, etc. (Check host nation laws for any additional equipment)	Pass Fail
Heater	Ensure heater works	Pass Fail
Hands Free Device	Is it installed	Pass N/A
Navigational Equipment	Is it installed	Pass N/A
<b>SEATBELTS</b>		
Seatbelt Front/Rear (Include shoulder harness during inspection, may have a center seat belt)	Missing, frayed, does not snap	Pass Front Fail Rear
<b>LICENSE/DECALS/INSURANCE</b>		
State Drivers License	Expired, missing	Pass Fail
Installation decal	Missing, needs replacing	Pass Fail
License Plate	Expired, check sticker/decals to ensure plate is current	Pass Fail
Insurance	Does the operator have valid insurance	Pass Fail

Inspector  
Name: \_\_\_\_\_ Signature \_\_\_\_\_

Operator Name: \_\_\_\_\_ Signature \_\_\_\_\_

Platoon Sergeant/Platoon Leaders approval \_\_\_\_\_

Date inspection was conducted \_\_\_\_\_  
 Date follow-up inspection was conducted \_\_\_\_\_  
 Leave/Pass/TDY/Holiday \_\_\_\_\_

**Disposition: Maintain a copy of the inspection on file for one-year or until the next inspection is completed.**

**Note: Inspection checklist can be revised based on local requirements for (snow tires/chain, etc) and for equipment being towed (trailer, camper, boat). Additionally check for modifications (tires, engine, exhaust, suspension, etc).**

**d. Motorcycle Safety.**

(1) Motorcycle accidents, including ATVs, generally result in serious injuries. Unlike automobiles, motorcycles offer no protection against injury. Avoiding the accident is the only way to prevent injury. To maintain peak performance, motorcycle riders must drive defensively and practice their driving skills.

(2) AR 385-10 requires that prior to operation of any motorcycle, Army personnel will successfully complete a Motorcycle Safety Foundation (MSF), or MSF-based approved motorcycle rider safety course. Anyone who has documentation of prior completion of the Experienced Rider Course (ERC) will be in compliance with the Army standard for motorcycle training and will not be required to attend the MSF-based Basic rider Course (BRC). Licensed motorcycle operators who have not yet completed the requirement above, may operate their motorcycle to travel to the rider course training site. To register online or for more information on Fort Bragg's Motorcycle Safety Course, visit <http://braggmotorcyclecourse.com> or call 396-4677.

(3) AR 385-10 requires the use of personal protective equipment (PPE) is mandatory for the following personnel while operating or riding as a passenger on a motorcycle, moped, or ATV: all Army military personnel at any time, on or off a DOD installation; all Army civilian personnel in a duty status, on or off a DOD installation; all personnel in or on a DOD-owned motorcycle; and all persons at any time while on an Army installation. The following is a list of PPE required for all persons who operate or ride motorcycles on or off Army installations:

- (a) Helmets, certified to meet DOT standards, must be properly fastened under the chin.
- (b) Impact or shatter resistant goggles, wraparound glasses, or fullface shield properly attached to the helmet must meet or exceed ANSI Safety Code Z87.1. A windshield alone is not proper eye protection.
- (c) For on-road operations, a brightly colored, outer upper garment during the day and reflective upper garment at night. Military uniforms do not meet this criterion. The outer garment shall be clearly visible and not covered. Items may be worn on top of the outer garment, but they must meet the same visibility requirements of the outer upper garment and/or a reflective belt.
- (d) A long-sleeved shirt or jacket, long trousers, and full fingered gloves or mittens designed for use on a motorcycle must be worn.
- (e) Sturdy footwear, leather boots, or over the ankle shoes must be worn.

(4) AR 385-10 requires all Government-owned or privately owned motorcycles, mopeds, motor scooters, and ATVs (when equipped) must have headlights turned on at all times, except where prohibited by military mission, or local laws. Motorcycles shall be equipped with both left-hand and right-hand rear view mirror mounted on the handlebar or fairing. Note: Government owned off-road motorcycles on tactical missions or training are exempt from this requirement.

(5) Minibikes, pocket bikes, and similar vehicles do not meet federal highway safety standards and therefore will not be operated on installation roads.

**e. Tactical Vehicles.** Extra precautions must be taken when operating in or around tactical vehicles. Only licensed drivers are authorized to operate these vehicles. Vehicle operators must ensure they follow all technical standards for the safe operation of the vehicle.

(1) Vehicle ground guides are required in the following situations:

(a) When vehicles enter congested, confined, or bivouac areas.

(b) Before a wheeled or track vehicle is moved in an assembly or bivouac area.

(c) During movement within or through an assembly area. Tracked vehicles require two ground guides, front and rear. Guides must be able to see each other, be visible to the driver, and be located 10 meters in front of and off to the side of the driver (not in the vehicle's path). If the driver loses sight of the ground guide, they will stop the vehicle until line of sight is regained.

(d) When traveling cross-country during periods of reduced visibility (extreme ground fog, snowstorms, dust/sand storms, etc.).

(2) Leaders will ensure:

(a) All personnel in the vehicle wear seat belts.

(b) In accordance with FORSCOM Regulation 385-1, Change 4, dated 3 August 2004, "Company, battery, or troop commanders will have the authority to prescribe the headgear required in Army tactical vehicles. All leaders can adjust to a higher level of protection if the risk assessment warrants."

(c) Troop straps are utilized by personnel riding in the back of authorized Troop carriers.

(d) No one rides on top of vehicles.

(e) Soldiers wear eye protection in vehicles without windshields or when riding in the cargo area of a vehicle.

(f) Crews rehearse roll over drills.

(g) Operators strictly adhere to speed limits for the type of vehicle. IAW FB Reg. 350-6 and FB Reg. 385-4, the following are the maximum speed limits, on and off Fort Bragg, during ideal driving conditions:



**On Fort Bragg**

- No tactical vehicle including MRAPs will travel faster than 45 MPH on hard surface roads or 30 MPH on dirt roads.
- On all firebreaks and trails: reasonable/prudent Not to Exceed (NTE) 15 MPH.
- Under NVGs: NTE 15 MPH.

**Off Fort Bragg**

## SPEED LIMITS FOR TACTICAL VEHICLES (mph/kph)

	CITIES mph/kph	HIGHWAYS mph/kph	ROADS mph/kph
Trucks, 0- to 10-ton (with or without trailers, including HMMWVs	30/50	50/80	40/60
Trucks and truck tractors, 10-ton and larger (with or without trailers)	25/40	50/80	40/60
Track-laying vehicles	15/30	30/50	25/40
Trucks transporting ammunition, explosives, and dangerous cargo	25/40	50/80	40/60
Columns, MRAPs (excl. vehicles that might further restrict speed)	30/50	40/60	40/60

## NOTE:

- The above speed limits will be observed unless a lower speed limit is posted.
- Catch-up speed will not exceed the vehicle's max speed.

(3) The passenger-carrying capabilities listed below are for normal passenger-carrying operations and are consistent with safety policies and design features of the vehicles. The passenger capabilities apply only when the vehicle is properly equipped with permanent or temporary seats.

**TROOP CARRYING CAPACITIES**

## Vehicle Passenger-Capacity

5/4 Ton HMMWV Troop Carrier	8
5/4 Ton HMMWV Cargo/Troop Carrier	4
2.5 Ton Standard/LVAD, 12ft cargo bed	12
5.0 Ton Standard/ LVAD Dump Truck, 12ft dump bed	12
5.0 Ton Standard/ LVAD Cargo Truck, 14ft bed	14
5.0 Ton Long Wheel Base Cargo Truck, 20ft bed	20

## NOTE:

- The TC will be the ranking individual – NO EXCEPTIONS.

- The driver and the TC are responsible for the safety of the personnel riding on their vehicle. Drivers and TCs will refuse to move the vehicle if anyone is in an unsafe position or if the vehicle has too many passengers.

- Passengers who are not crewmembers but are carried in the vehicle's cab are limited to available seat belt positions.

## (4) M-Gator Operations:

(a) M-Gators will not be operated on public highways at any time.

(b) Either post road guards, or cross improved roads only at protected, designated crossing points.

(c) Ballistic helmets or engineer hard hats and eye protection will be worn.

(d) No personnel will ride in the cargo compartment.

(5) All personnel will wear head protection (ACH, CVC, or flight helmets) while operating or riding as a passenger in Army tactical vehicles in a field training area. Soldiers traveling from their unit in a HMMWV to conduct administrative business in garrison need not wear a helmet unless otherwise directed.

**f. Running and Foot Marches on Roadways. One of the greatest dangers on Fort Bragg is Soldiers conducting foot marches during hours of limited visibility. Preventive measures must be taken to ensure the safety of everyone involved in these events. FB Reg. 385-10 lists the measures that must occur when Soldiers are running or marching on roadways. Composite risk assessment (DA Form 7566) work sheets will be completed on all foot marches and large formation runs and be reviewed at the unit's next higher level.**

(1) A formation is an assembled group of military personnel under the supervision of a leader and in two or more squad columns. Units conducting individual foot marches in a single file are not defined as formations.

(2) When marching or conducting Physical Training (PT), Commanders will maximize use of off-road areas, tank trails, firebreaks, and roads with speeds of less than 35 MPH. The following guidelines apply:

(a) Any 4 or more lane road or roads where the speed exceeds 35 MPH are off limits to formations (2 or more squad columns). McKellar's Lodge Road, Longstreet Road, and Rifle Range Road (to include road shoulders) are specifically off limits for any formation.

(b) Formations will proceed with traffic.

(c) Formations will not conduct PT in any housing area. No group above squad level will run in the housing area. All runners will utilize the sidewalk.

(d) Individual runners, foot marchers and walkers will use off-road areas such as sidewalks, firebreaks, unimproved roads, and road shoulders. Individual runners and marchers will not walk on the hard surface of roads except to cross at right angles only as necessary. Individuals will walk, march, or run FACING TRAFFIC and at least three feet off the edge of the hard surface of the roadway.

(e) Individual movement marches conducted by a unit (squad/detachment or higher), or runs on a road of 4 or more lanes or where the speed exceeds 35 MPH will utilize lead and trail vehicles with flashing lights and signs stating "Caution: Troops Ahead." Leaders should plan marches or runs in areas that do not need this mitigation.

(f) Units conducting PT on roads without static road guards will use Soldiers wearing reflective vests to mark the four corners of the formation, and will utilize front and rear road guards wearing reflective belts/vests. Road guards and other personnel designated by leaders must use flashlights during periods of limited visibility. Road guards must be positioned far enough to the front and rear of the formation to influence traffic appropriately.

(g) All personnel will wear a reflective safety belt or vest while participating in PT, working in a detail, performing police call on or along an improved road, or performing duties as a vehicle convoy guide on Fort Bragg. The belt or vest must be visible from the front and rear and unobstructed (not concealed) by clothing or equipment.

(h) IAW AR 385-55, the use of headphones or earphones while walking, jogging, skating, or bicycling on installation roads and streets is prohibited. The use of headphones is authorized to wear only while in civilian clothes in the gym or on a track.

(i) Leaders and supervisors will brief these guidelines prior to runs and foot marches and ensure compliance is followed throughout the duration of the event.

**g. Bicycles.**

(1) All bicyclists, to include dependents, will wear an authorized reflective belt/vest while operating their two-wheel vehicles on post. The belt will be worn over the shoulder and under the operator's arm to allow maximum visibility to other vehicle operators. The reflective belt will be worn as an outer garment and will not be covered by any other article of clothing. Riders will ride with the traffic and obey traffic signs and laws.

(2) All bicyclists will also wear an approved bicycle helmet while riding on Fort Bragg. An approved helmet is defined as one that meets or exceeds the American National Standards Institute (ANSI) or Snell Memorial Foundation Standards for bicycle helmets.

(3) All bicycles ridden during hours of limited visibility on Fort Bragg must have and use an operable and visible headlight, side reflectors, and tail light.

(4) Soldiers riding bicycles must use proper hand and arm signals.

**h. Cold Weather Injuries.**

- Soldiers must be aware of the dangers posed by cold weather, and the injuries that may result. Listed below are some of the symptoms and first aid for cold weather injuries:

(1) Symptoms of Cold Weather Injury. Persons suffering a cold weather injury may experience:

(a) A tingling sensation, aches, or cramps.

(b) White and wrinkled soles of the feet. Walking and standing are extremely painful.

(c) Waxy and pale or red skin. This is a symptom of a more severe cold weather injury.

(d) A scratchy feeling when eyelids close. This can be an early symptom of snow blindness.

(2) Basic First Aid. Personnel will seek medical treatment as soon as possible and will follow the appropriate instructions below.

(a) Frostbitten Face. Cover the affected area with your bare hands until color returns to the face.

(b) Frostbitten Feet. Remove the casualty's boots and place the exposed feet under the clothing and against the body of another person.

(c) Frostbitten Hands. Open the casualty's outer garments and place his or her hands under the armpits. Close the outer garments to prevent further exposure.

(d) Protection from the Cold. Remove the casualty to the most sheltered area and cover him or her with a blanket. Be sure the blanket is both over and under the casualty.

(e) Snow Blindness. Cover the casualty’s eyes with a dark cloth, shutting out all light.

(f) Superficial Frostbite. Rub the affected area with bare hands.

(g) Do not immerse affected areas in hot water or rub snow on affected areas.

(h) Remember the acronym **COLD**:

- Keep it-----Clean
- Avoid-----Overheating.
- Wear it-----Loose and in Layers.
- Keep it-----Dry.

**i. Heat Injuries.**

• Heat injuries may occur when personnel work or stay in hot areas. These injuries are preventable with proper hydration and an awareness of environmental conditions. Soldiers taking supplements are more susceptible to heat injuries. Listed below are the types of heat injuries, treatments for each, and a fluid intake chart when training in warm weather.

<b>HEAT CRAMPS</b>		
CAUSE	SYMPTOMS	FIRST AID
- Loss of salt through excessive sweating.	- Stomach, leg, or arm cramps. - Pale, wet skin. - Dizziness. - Extreme thirst.	- Take victim to cool, shady place. - Have him or her drink at least one canteen full of cool water. - If there is no improvement, transport victim to a medical facility.
<b>HEAT EXHAUSTION</b>		
CAUSE	SYMPTOMS	FIRST AID
- Loss of water and salt through profuse sweating.	- Same as heat cramps plus headache and weakness. - Victim may appear drunk, dizzy, or drowsy. - Skin is pale, cold, and moist.	- Lay victim flat in cool, shady spot. - Elevate feet and loosen clothing. - Pour water on victim and fan to cool. - If conscious, give cool water. - Get medical help. - Further guidance is given in TB Med 507, Prevention, Treatment, and Control of Heat Injury.

<ul style="list-style-type: none"> <li>- Prolonged exposure to high temperatures and failure of the body's cooling mechanism.</li> </ul>	<ul style="list-style-type: none"> <li>- Person may stop sweating.</li> <li>- Skin is red and hot.</li> <li>- Victim may experience weakness, dizziness, confusion, headaches, seizures, and nausea, and respiration and pulse may be rapid and weak.</li> <li>- Unconsciousness and collapse may occur suddenly.</li> <li>- Temperatures sometimes reach 106 to 110 degrees F.</li> </ul>	<ul style="list-style-type: none"> <li>- Remember that heatstroke is a medical emergency.</li> <li>- Immediately cool victim with ice packs to neck, groin, or underarms.</li> <li>- If packs are not available, spray or soak victim with cool water and fan body.</li> <li>- Do not immerse in ice water.</li> <li>- Do not try to give water to an unconscious victim.</li> <li>- Rush victim to a hospital.</li> </ul>
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**Fluid Replacement Guidelines for Warm-Weather Training**

(Average Acclimated Soldier Wearing ACU during Hot Weather)

Heat Category	WBGT Index °F	Easy Work		Moderate Work		Hard Work	
		Work/Rest	Water Per Hour	Work/Rest	Water Per Hour	Work/Rest	Water Per Hour
1	78-81.9	No limit	1/2 qt	No limit	3/4 qt	20/40 min	3/4 qt
2	82-84.9	No limit	1/2 qt	50/10 min	3/4 qt	30/30 min	1 qt
3	85-87.9	No limit	3/4 qt	40/20 min	3/4 qt	30/30 min	1 qt
4	88-89.9	No limit	3/4 qt	30/30 min	3/4 qt	20/40 min	1 qt
5	90+	50/10 min	1 qt	20/40 min	1 qt	10/50 min	1 qt

NOTES:

- Rest means minimal physical activity (sitting or standing) and should be accomplished in the shade if possible.
- The work/rest times and fluid replacement volumes will sustain performance and hydration for at least 4 hours of work in the specific heat category. Individual water needs will vary  $\pm$  1/4 quart per hour.
- CAUTION: Hourly fluid intake should not exceed 1 1/2 quarts. Daily fluid intake should not exceed 12 quarts.
- Wearing body armor adds 5°F to WBGT Index.
- MOPP gear adds 10°F to WBGT Index.

Examples:

Easy Work	Moderate Work	Hard Work
<ul style="list-style-type: none"> <li>• Weapon maintenance</li> <li>• Walking on hard surface at 2.5 mph, &gt;30-pound load</li> <li>• Manual of arms</li> <li>• Marksmanship training</li> <li>• Drill and ceremony</li> </ul>	<ul style="list-style-type: none"> <li>• Walking on hard surface at 3.5 mph, &lt;40-pound load</li> <li>• Walking on loose sand at 2.5 mph, no load</li> <li>• Calisthenics</li> <li>• Patrolling</li> <li>• Individual movement techniques (e.g. low crawl, high crawl)</li> <li>• Defensive position construction</li> <li>• Field assaults</li> </ul>	<ul style="list-style-type: none"> <li>• Walking on hard surface at 3.5 mph, &gt;40-pound load</li> <li>• Walking on loose sand at 2.5 mph with load</li> </ul>

NOTES:

- Soldiers who are overweight, dieting, consuming dietary supplements, or who are previous heat casualties are more prone to heat injuries. As a result, their activities must be closely monitored, and risk assessments must be conducted as appropriate.

- Heat Category and WBGT Index on Fort Bragg can be reached by dialing DSN 337-4328 comm (910) 907-HEAT (4328), or Pope Air Force Base Command Post at 394-9000. It is important that you utilize the heat category information taken from an area that closely resembles the conditions where you are training.

**j. Medical Air Evacuation (MEDEVAC) Procedures.**

(1) All requests for medical evacuation will be transmitted to Range Control for further transmission to Ambulance Section, Womack Army Medical Center (WAMC). Request as follows:

(a) Radio:

- Range Control, FM 38.90 (Back-up 46.75), single channel, non-secure, UHF 246.0, VHF 139.35.

(b) Telephone:

- Range Control on range lines, or dial (910) 432-1161.
- WAMC, (910) 432-7774/9318 (Ground Ambulance 911).

(c) Soldiers should not rely on cellular phones as their primary means of communication with Range Control.

(2) Requestor will provide the following information:

(a) Type of request - for ground or aero medical evacuation support.

NOTE: At certain locations on Fort Bragg, particularly on Known Distance Ranges, ground ambulance can arrive at the evacuation site more rapidly, with more sophisticated equipment and more highly qualified personnel. When possible, a vehicle or personnel should point or lead the ground ambulance to the patient. On occasion, both means of evacuation should be requested. Range Control will determine whether or not ground vehicles can reach the evacuation site, based on ground traffic ability. Personnel who request evacuation must understand the requirement for on-site stabilization of the casualty. In areas close to Main Post, the most rapid response, which includes on-site stabilization, is obtainable only via Ground Ambulance Section, WAMC.

(b) Location of patient(s) - by grid coordinate, prominent terrain feature, or site name.

(c) Frequency and call sign, if radio is present at pickup site.

(d) Number of patient(s) by precedence. (1 is Urgent; 2 is Priority; 3 is Routine)

(e) Special equipment required (if you know of any special equipment needed).

(f) Number of patient(s) who are Litter or Ambulatory, and type of injuries.

(g) Weather and hazards to aircraft at pickup site. (Omit if request is for ground evacuation support).

(h) Method of marking pickup site (e.g. smoke, panel, etc.). (Omit if request is for ground evacuation support.)

(i) Type of accident (e.g. automobile, gunfire, etc.).

(j) Name, grade, unit, and telephone number of requester.

(3) Personnel reporting emergencies will not break communications with Range Control until released by Range Control.

(4) All medical evacuations regardless of type or reason will be reported to Range Control immediately.

#### **k. Lawn Equipment Safety.**

- Soldiers often sustain injuries due to unsafe operation of lawn equipment. Lack of safety equipment and unfamiliarity with the equipment are major causes of these injuries. The following is a list of preventative measures that must be taken to reduce the risk of injuries:



- (1) Read instruction manuals, especially the section on safety.
- (2) Keep your lawn equipment in good working order.
- (3) Never cut grass when the ground is wet or when it is raining.
- (4) Always wear protective gear such as goggles, earplugs, and long pants.
- (5) Never operate lawn equipment if you have been consuming alcohol or taking prescription medications that might inhibit your motor skills or reaction time.
- (6) Ensure the proper fuel is used in all lawn equipment.

### **1. Safety of Troops on the Roadway**

(1) A formation is an assembled group of military personnel under the supervision of a leader and in two or more squad columns. Units conducting individual movement rucksack marches in a single file are not defined as formations.

(2) When, marching or conducting Physical Training (PT), Commanders will maximize use of off-road areas, tank trails, firebreaks, and roads with speeds of less than 35 mph (MPH). The following guidelines apply:

(a) All Soldiers will wear a reflective safety belt or vest while participating in PT, working in a detail, performing police call on or along an improved road, or performing duties as a vehicle convoy guide on Fort Bragg. The belt or vest must be visible from the front and rear and unobstructed (not concealed) by clothing or equipment.

(b) Any 4 or more lane road or roads where the speed exceeds 35 MPH are offlimits to formations (2 or more squad columns). McKellars Lodge Road, Longstreet Road, and Rifle Range Road (to include road shoulders) are specifically off-limits for any formation.

(c) Individual runners, individual movement rucksack marchers and walkers will use off-road areas such as sidewalks, firebreaks, unimproved roads, and road shoulders. Individuals will walk, march, or run "Facing Traffic" and at least three feet off the edge of the hard surface of the roadway.

(d) Formations will proceed "with traffic."

• (Reference at <http://www.bragg.army.mil/ProvostMarshal/> Cdrs Guide to Law Enforcement)

## **APPENDIX B**

**WEAPON SAFETY AND CLEARING PROCEDURES****M4 Carbine, M16 Rifle**

*Point weapon into clearing barrel for all steps.*

- 1 Orient the weapon in a safe direction
- 2 Remove magazine from weapon
- 3 Attempt to place the weapon selector lever on SAFE
- 4 Lock bolt to rear (ensure weapon is on SAFE)
- 5 Inspect the receiver and chamber to ensure no ammunition is present
- 6 With NO ammunition in chamber or receiver, allow the bolt to go forward
- 7 Aim weapon into clearing container, rotate selector to SEMI, squeeze trigger
- 8 Charge weapon once
- 9 Place selector lever on SAFE
- 10 Close the ejection port cover

**M14 Rifle**

*Point weapon into clearing barrel for all steps.*

- 1 Orient the weapon in a safe direction
- 2 Remove magazine from weapon
- 3 Attempt to place the weapon on SAFE
- 4 Pull and hold bolt to the rear (ensure weapon is on SAFE)
- 5 Inspect the receiver and chamber to ensure no ammunition is present
- 6 With NO ammunition in chamber or receiver, allow the bolt to go forward
- 7 Aim weapon into clearing container, set the safety to FIRE, squeeze trigger
- 8 Place the weapon on SAFE

**M240B Machine Gun**

*Point weapon into clearing barrel for all steps.*

- 1 Orient the weapon in a safe direction
- 2 Ensure the weapon is on SAFE  
NOTE: If the bolt is in the forward position, place the weapon on FIRE. Pull the cocking handle to the rear. Place the weapon on SAFE.
- 3 Push in latches to open cover assembly
- 4 Remove ammunition belt
- 5 Check the feed tray:
  - a) Check the feed pawl assembly under the cover.
  - b) Check the feed tray itself.
  - c) Lift the feed tray and inspect the chamber.
  - d) Check between the face of the bolt and the chamber (including under the bolt and operating rod assembly)
- 6 Close the feed tray and cover assembly
- 7 Place the weapon on FIRE
- 8 Pull the cocking handle assembly to the rear and hold it; pull the trigger; ease the bolt forward to close and lock.
- 9 Close the ejection port cover

**M9 Pistol**

*Point weapon into clearing barrel for all steps.*

- 1 Orient the weapon in a safe direction
- 2 Place decocking/safety on SAFE
- 3 Depress the magazine release button and remove the magazine
- 4 Grasp the slide narrations and fully retract the slide to remove the chambered cartridge
- 5 Lock the slide to rear, using the slide stop, and visually inspect the chamber to ensure it is empty
- 6 Release the slide stop to allow the slide to return fully to the forward position
- 7 Place the weapon on FIRE
- 8 Squeeze trigger
- 9 Place the weapon on SAFE

**M249 Squad Automatic Weapon**

*Point weapon into clearing barrel for all steps.*

- 1 Orient the weapon in a safe direction
- 2 Remove the magazine (if any)
- 3 Ensure the weapon is on SAFE. If weapon is not on SAFE, with right hand palm up, pull cocking handle to the rear, locking the bolt in place
- 4 While holding cocking handle, move selector button to the SAFE position by pushing it to the right until the red ring is not visible
- 5 Return and lock the cocking handle to the forward position
- 6 Squeeze latches to open the cover assembly
- 7 Remove ammunition belt and any loose rounds present on the feed tray
- 8 Conduct a 5-point safety check:
  - a) Check the feeder pawl assembly under the cover
  - b) Check the feed tray assembly
  - c) Lift the feed tray assembly and inspect chamber
  - d) Check the space between bolt assembly and chamber
  - e) Insert two fingers into the magazine well to extract any brass, links or ammunition
- 9 Close the feed tray cover
- 10 With the right hand palm up, pull the cocking handle to the rear. While holding the cocking handle, place the weapon on FIRE. Squeeze the trigger and ride the bolt forward.

<b>Weapon Status</b>			
<b>Weapon</b>	<b>Green</b>	<b>Amber</b>	<b>Red</b>
<b>M9</b>	Weapon Cleared And On Safe; Magazine Out Of Weapon	Magazine In Weapon; No Round In Chamber; Weapon On Safe	Magazine In Weapon; Round Chambered; Weapon on Safe.
<b>M14</b>	Weapon cleared and on safe magazine out of weapon	Magazine In Weapon; No Round In Chamber; Weapon On Safe	Magazine In Weapon; Round Chambered; Weapon on Safe.
<b>M16</b>	Weapon Cleared And On Safe; Magazine Out Of Weapon	Magazine In Weapon; No Round In Chamber; Weapon On Safe	Magazine In Weapon; Round Chambered; Weapon on Safe.
<b>M203</b>	Weapon Cleared And On Safe; Rounds Carried	No Round In Chamber; Weapon on Safe; Ammo Ready.	Round Chambered; Weapon On Safe.
<b>M249</b>	Weapon Cleared And On Safe; Ammo Carried	Bolt Forward; Weapon On Safe Rounds In Tray; No Round In Chamber.	Weapon Charged- Open Bolt Position; Ammo in feed tray; Weapon On Safe.
<b>M240B</b>	Weapon Cleared And On Safe; Ammo Carried	Weapon On Safe; Bolt Forward; Rounds In Tray; No Round in Chamber	Weapon Charged- Open Bolt Position; Ammo in feed tray; Weapon On Safe.
<b>M240</b>	Weapon Cleared And On Safe; Ammo Stowed	Weapon On Safe; Bolt Forward; Rounds In Tray; No Round in Chamber	Weapon Charged- Open Bolt Position; Ammo in feed tray; Weapon On Safe.
<b>M2</b>	Weapon Cleared And On Safe; Ammo Stowed.	Weapon On Safe; Bolt Forward; Rounds In Tray; No Round in Chamber	Weapon Charged- Round In Chamber; Weapon On Safe.
<b>MK19</b>	Weapon Cleared And On Safe; Ammo Stowed	Weapon On Safe; No Round In Chamber; Ammo In Feed Tray.	Rounds on face of bolt; Weapon On Safe; Charged open bolt position.
<b>TOW</b>	No Missile In Tube; Tow Launcher In Stowed Position.	Missile In Tube; Tow Launcher In Stowed Position. System On Electrical Safe.	Missile In Tube, Tow Launcher Raised; System On Electrical Safe
<b>25MM</b>	Weapon Cleared And On electrical and mechanical safe; Ammo Stowed.	Round In Feeder; No Ghost Round Cycled; Electrical And Mechanical Safe.	Ghost Round Cycled; Electrical And Mechanical Safe.
<b>120MM</b>	Breech Closed no round in tube; System On Electrical And Mechanical Safe; Rounds Stowed.	Breech Opened; System On Electrical And Mechanical Safe; Rounds Stowed.	Gun Tube Loaded; Weapon On Mechanical And Electrical Safe.

**APPENDIX C****THE ARMY SERVICE UNIFORM (ASU) INFORMATION****ASU Frequently Asked Questions**

Q1. Why are we changing from our current service dress uniform?

A1. The Army wanted to streamline its suite of uniforms to create ease of wear, care and simplify uniform options for Soldiers. By consolidating the suite of uniforms it reduces the number of uniforms Soldiers must purchase and maintain throughout their career.

Q2. What type of White Shirt do Soldiers wear?

A2. Currently the white shirt is a commercially produced off the shelf shirt that can be worn only with the new blue Army Service Uniform (ASU) or with Class B, ASU with black windbreaker, black pull over sweater or black cardigan sweater. The new white shirt under development will be the same design and pattern as the current green shirt but will have permanent military creases on the front and back.

Q3. When will the Green Class A uniform be phased out?

A3. The Green Class A uniform will be phased out 4th Quarter Fiscal Year 2014.

Q4. When will Green Class A uniform be phased out for ROTC and military Academy students?

A4. This is still to be determined.

Q5. What is a Soldier's current Class A Uniform?

A5. From August 2008 to 4th Quarter Fiscal Year 2014, the uniform is in transition to the new blue Army Service Uniform. Therefore, Soldiers can continue to wear Green Class A and the current (old) blue uniform as the new blue Army Service Uniform or transition to the new blue Army Service Uniform when available to Soldiers in Army Military Clothing Sales Stores.

Q6. When can you wear the new blue Army Service Uniform (ASU)?

A6. The transition starts now. Soldiers who currently have the (old) blue Uniform can begin wearing it as their interim/transition new blue Army Service Uniform until they complete the transition to the new blue ASU effective 4th Quarter Fiscal Year 2014.

Q7. What is the headgear for the new blue ASU?

A7. The primary headgear is the beret. Commanders have discretion to determine for corporals and above the wear of the service cap. Corporals and above are authorized to wear the Service cap in lieu of the beret.

Q8. What type of pants, trousers and slacks can Soldiers wear with the ASU?

A8. Male Soldiers can wear either the old high waist or the new low waist trousers while female Soldiers can wear the new blue ASU slacks.

Q9. What shirt can Soldiers wear with the new blue Class B, ASU?

A9. Soldiers have the option of wearing a commercial long sleeve white shirt with shoulder loops and a four-in-hand necktie (black neck tab for female Soldiers). Soldiers who have the current commercial white shirt without shoulder loops must wear as appropriate, the black wind breaker, black pullover or black cardigan sweaters with this uniform.

Q10. When will IET Soldiers receive the new blue ASU?

A10. They will be issued beginning 4th Quarter Fiscal Year 2010.

Q11. When will the new blue ASU be available? What's the mandatory possession date?

A11. The mandatory possession date for the new blue ASU is the 4th Quarter of Fiscal Year 2014. Industry should have the new commercial blue ASU available for purchase in the Army Military Clothing Sales Stores (AMCSS) in the 4th Quarter of Fiscal Year 2009 and added to Initial Entry Training Soldier's clothing bags in the 4th Quarter of Fiscal Year 2010. Army issue items should be at the AMCSS and Kentucky Logistics Operations Center (KYLOC) in the 4th Quarter of FY 2011.

Q12. Will leaders still be allowed to wear the green leaders tab?

A12. During the transition period, Soldiers can still wear their green leaders tab on the Green Class A uniform. As Soldiers transition to the new blue Army Service Uniform, the green Army leaders tab is not authorized for wear with the ASU. Green leaders tab can only be worn on Army Green Class A uniform for the duration of the transition or until 4th Quarter of Fiscal Year 2014. At no time will the green leaders worn on the ASU.

Q13. Who wears unit a crest on the new blue ASU?

A13. Only enlisted Soldiers are authorized to wear unit crests with the new blue Army Service Uniform. Officers will not wear unit crests on the ASU.

Q14. Can officers continue to wear unit crest on Army Green Class A Uniform?

A14. Yes. Officers can continue to wear a unit crests on Army Green Uniform until 4th Quarter Fiscal Year 2014, the new blue ASU mandatory possession date.

Q15. Who wears the gold braid on trousers/slacks?

A15. Officers and enlisted Soldiers, corporals and above.

Q16. Who wears the gold braid on trousers and slacks during transition to the new blue ASU?

A16. All Soldiers who currently have the (old) blue uniform are authorized to continue to wear the blue trousers/slacks with gold braid until mandatory possession date 4th Quarter Fiscal Year 2014. Note, Specialist and below who purchase the new blue ASU before the mandatory possession date 4th Quarter Fiscal Year 2014 must comply with the new wear policy for the ASU as stated in the ALARACT message # 202-2008 paragraph 15 which states specialist and below are not authorized to wear the trousers/slacks with gold braid.

Q17. What uniform does a Soldier use for DA Photo?

A17. From now until 4th Quarter Fiscal Year 2009, the Army Green Class A is the only authorized uniform for DA photos. After 4th Quarter Fiscal Year 2009, Soldiers have the option to take their DA photo in either the Green Class A or the new blue Army Service Uniform.

Q18. On what uniforms can a Soldier wear the Combat Service Identification Badge?

A18. Soldiers can wear the Combat Service Identification Badge on the new blue Army Service Uniform, Class A, ASU Class B, ASU and the transitioning (old) blue uniform.

Q19. When can a Soldier wear the Combat Service Identification Badge?

A19. When the CSIB becomes available.

Q20. Can Soldiers wear the CSIB on the Army Combat Uniform?

A20. No. Soldiers will continue to wear the SSI-FWTS on their right sleeve of the ACU to denote combat service.

Q21. Can the CSIB be worn on the Army Green Uniform?

A21. No. Soldiers will continue to wear the SSI-FWTS on their right sleeve of the Army Green Class A uniform.

Q22. What is the order of precedence of the CSIB?

A22. The CSIB is ranked fifth in the order of precedence for identification badges outlined in AR 670-1, para 29-18. See the ALARACT Message # 202-2008 paragraph 11 for further clarification.

Q23. When are black combat boots authorized for wear with the new blue ASU?

A23. Black combat boots are authorized for wear with the new blue ASU only for those Soldiers authorized to wear the tan, green, or maroon berets, those assigned to Air Assault coded positions, and MPs performing MP duties (para 27-3). However, for females combat boots can only be worn with slacks when they are assigned to those valid positions outlined above.

Q24. What is the wear out date for the high waist blue trousers?

A24. A wear date has not been established for high waist blue trousers

Q25. What types of material are used to make the Army Service Uniform?

A25. Army Service Uniform (ASU) coat and trousers/slacks can be made from the following materials.

- 55/45 percent polyester/wool serge, 9.5-10.5 ounce weight
- 55/45 percent polyester/wool tropical weave fabric, 9.0 ounce weight
- 55/45 percent polyester/wool elastique cloth, 13-14 ounce weight
- 100 percent polyester, minimum 7.0 ounce weight
- 100 percent wool elastique, 16 ounce weight
- 55/45 percent polyester/wool tropical, 10 ounce weight

Q26. How much will the new blue Army Service Uniform cost?

The actual costs of the Army Service Uniform (ASU) will not be known until Defense Supply Center Philadelphia (DSCP) awards the production contracts.

The estimated cost for the issue men's junior enlisted (E-1 through E-4, specialist) is \$218.50. The estimated cost for the issue men's senior noncommissioned officer (NCO) ASU is \$248.50. These costs include a coat, two pair of trousers, a long sleeve shirt, and a short sleeve shirt.

The estimated cost for the issue women's junior enlisted (E-1 through E-4, specialist) is \$209.50. The estimated cost for the issue women's senior noncommissioned officer (NCO) ASU is \$224.50. These costs include a coat, a pair of slacks, a skirt, a long sleeve tuck-in shirt, and a short sleeve tuck-in shirt.

The estimated cost for the commercial optional men's officer or senior non-commissioned officer (NCO) polyester/wool tropical uniform, purchased from The Army and Air Force Exchange Service (AAFES) is \$403.90. The estimated cost for the commercial optional men's junior enlisted uniform (E-1 through E-4, specialist) is \$371.90. These costs include a coat, two pair of trousers, a long sleeve shirt, and a short sleeve shirt.

The estimated cost for the commercial optional women's officer or senior non-commissioned officer (NCO) polyester/wool tropical uniform items, purchased from The Army and Air Force Exchange Service (AAFES) is: \$368.90. The estimated cost for the commercial optional women's junior enlisted uniform (E-1 through E-4, specialist) is \$353.90. These costs include a coat, a pair of trousers, a skirt, a long sleeve over blouse, and a short sleeve over blouse.

Q27 . Will clothing replacement allowances (CRA) be adjusted; if so, by how much and when?

A27. The CRA will be adjusted to reflect the improvements, wear-life of the items, and FY 10 prices.

Q28. Will there be added cost of tailoring the uniform for the Soldiers?

A28. There is no cost for the basic tailoring. Current policy remains in effect. Soldier who purchases their uniform from Army Military Clothing Sales Store will have that tailoring included in the purchase price of the uniform. However, if Soldiers alter the uniform for a form fitting look there could be an added cost.

Q29. When the Soldiers' uniform of the Day is Army Combat Uniform Ceremonial, what will Soldiers wear?

A29. For Ceremonial type events or special occasions based upon commanders determination:

- Subdued grade insignia
- non-subdued shoulder sleeve insignia
- non-subdued shoulder sleeve insignia –Former Wartime Service (optional)
- full colored US Flag insignia
- subdued pin on combat/special skill badges/tabs/identification badges
- tan boots (hot or cold weather)
- beret



Q30. When the Soldiers' uniform of the Day is Army Combat Uniform Garrison, what will Soldiers wear?

A30. For normal everyday wear, Soldiers will wear:

- Subdued grade insignia
- subdued shoulder sleeve insignia
- subdued shoulder sleeve insignia –Former Wartime Service (optional)
- full colored US Flag insignia
- subdued pin on combat/special skill badges/tabs/identification badges
- tan boots (hot or cold weather)
- beret

Q31. When the Soldiers uniform of the Day is Army Combat Uniform Utility Field, what will Soldiers wear?

A31. For field duty, Soldiers will wear:

- Subdued grade insignia
- subdued shoulder sleeve insignia
- subdued shoulder sleeve insignia –Former Wartime Service (optional)
- full colored US Flag insignia
- tan boots (hot or cold weather)
- patrol cap

Q32. What uniform will pregnant Soldiers be authorized to wear?

A32. As the Army transitions from Army green Class A to the new blue Army Service Uniform, pregnant Soldiers are authorized to continue to wear the Army green maternity uniform (slacks or skirt) until the ASU maternity uniform is developed and phased in which is expected not to exceed the mandatory possession date of 4th Quarter Fiscal Year 2014. The current maternity uniform is also classified as a Class A service uniform when the tunic is worn. When the tunic is worn, females will wear the neck tab with both the short- and long-sleeved maternity shirts. The Army green maternity uniform is authorized for year-round wear by pregnant Soldiers as a service or dresses uniform, when prescribed for wear by CTA 50-900, AR 700-84, and the commander.

The Army maternity work uniform ACU is authorized for year-round duty wear by pregnant soldiers, when prescribed by the commander.

Q33. What will be the size of the Combat Service Identification Badge?

A33. Two inches in diameter.

Q34. What color trousers/slacks do general officers wear?

A34: Both male and female general officers wear dark blue low waist trousers/slacks.

Q35. Are Soldiers still authorized to wear the Dress Blue Mess uniform and the Dress White Mess uniform?

A35: Yes, both uniforms are still authorized to be worn.

<http://www.army.mil/asu/>

**APPENDIX D****FUNDRAISING**

Fundraising in an official capacity requires authorization pursuant to statute, Executive Order, regulation, or other authority making it part of an employee's official duties. The Joint Ethics Regulation (JER), which is a punitive federal regulation, prevents military personnel from officially endorsing private organizations other than the CFC and AER.

If you have additional questions of ethical concern, contact the Ethics Counselor at the Office of the Staff Judge Advocate at 396-4913/0050. The Ethics Counselors for the Corps are the Staff Judge Advocate, the Deputy Staff Judge Advocate, Chief Administrative Law, and Assistant Administrative Law Attorney.

**APPENDIX E****Soldier Support Center Agencies**

XVIII ABN Corps Retention	1st Floor, Wing K	396-2013
ACAP	1st Floor, Wing C	396-2227
ACAP Classroom	1st Floor, Wing C	396-2227
ACS	3rd Floor	396-8682
AER - Army Emergency Relief	3rd Floor	396-2507
AMVETS (inside ACAP)	1st Floor, Wing C	396-8472
Army Community Services	3rd Floor	396-8682
Army Family Action Program (AFAP)	3rd Floor	396-8682
Army Family Team Building (AFTB)	3rd Floor	396-8682
Building Manager	1st Floor	907-3581
CAC Cards	1st Floor, Lobby	643-2737
Carlson Wagonlit Travel	1st Floor, Wing M	436-1185
Casualty Assistance Center	2nd Floor, Wing D	396-9901
Central Issue Facility	Basement, Blue	396-7039
Chapel Annex	Basement	396-1121
Chaplain's Office	1st Floor, 1-C-100	396-1122
Child, Youth, & School Services	4th Floor	396-8110
CHRRS	6th Floor, Wing A	396-1022
CIF	Basement, Blue	396-7039
Commercial Activities	Basement, Red	432-8802
Commercial Solicitation (On-Post)	3rd Floor	396-8682
CYSS	4th Floor	396-8110
CYSS Sports Administration	4th Floor	396-9123
CYSS Sports Registration	4th Floor	396-9123

DEERS Enrollment	1st Floor, Lobby	643-2737
Deployment Readiness Program (DRP)	3rd Floor	396-8682
DFAC	Basement, Green	396-3436
DHR	2nd Floor	396-5394
Dining Facility	Basement, Green	396-3436
Directorate of Human Resources	2nd Floor	396-5394
Directorate of Logistics	8th Floor	396-3507
DOL	8th Floor	396-3507
Education Center (In/Out Processing)	2nd Floor, Wing A	396-8972
Employment Readiness Program (ERP)	3rd Floor	396-8682
Employment Security Commission	1st Floor, Wing C	436-1304
Enlisted Personnel Management	2nd Floor, Wing A	396-2579
Exceptional Family Member Program (EFMP)	3rd Floor	396-8682
Facility Manager	1st Floor, Wing G	907-3581
Family Advocacy Program - FAP	3rd Floor	396-8682
Family Readiness Group Center	Basement, Green	432-3742
Federal Investigative Services	Basement	396-1616
Finance, Defense Military Pay Office, HQ	9th Floor	396-2812
Finance, DMPO, In & Out-Processing	2nd Floor, Wing D	907-4304
Finance, DMPO, Receiving & Processing	Basement, Red	907-3231
Finance, DMPO, Reserve Pay	Basement, Red	907-3231
Finance, DMPO, Separations	5th Floor, Wing A	907-5689
Finance, DMPO, Travel Pay	5th Floor, Wing A	432-4823
Financial Readiness Program (FRP)	3rd Floor	396-8682
Freedom of Information Office (FOIA)	2nd Floor, Wing D	907-3642
FRGC	Basement, Green	432-3742
ID Card Facility	1st Floor, Lobby	643-2737
In-Processing, Finance, DMPO	2nd Floor, Wing D	907-4304
Information, Referral, and Follow-Up (IR&F)	3rd Floor	396-8682
Installation Reassignments Branch	2nd Floor, Wing D	396-8588
Installation Volunteer Services - IVS	3rd Floor	396-8682
International Readiness Program - IRP	3rd Floor	396-8682
Iron Mike Dining Facility	Basement, Green	396-3436
Medical One Stop	Basement, Red	396-2245
Memorial Hall	Basement, Green	643-6863
MOB/DEMOB	Basement, Red	432-5459
Multi-Component Family Support Network	3rd Floor	396-8682
Newcomer's Orientation, Memorial Hall	Basement, Green	643-6863
Officer Management	2nd Floor, Wing A	396-2579
Off-Post Housing	6th Floor, Wing A	396-1022
On-Post Housing	6th Floor, Wing A	495-0878

Out-Processing, Military Personnel	2nd Floor, Wing D	432-1961
Passport (Official Travel Only)	1st Floor, Wing N	396-7105
PDHRA	Basement, Red	396-2245
Personal Property - In/Outbound	1st Floor, Wing N	396-2903
Personnel Movement	1st Floor, Wing N	396-2903
Personnel Operations Branch	2nd Floor, Wing D	396-7454
Personnel Services Branch	2nd Floor, Wing D	396-4020
Picerne Military Housing	6th Floor, Wing A	495-0878
PMO	1st Floor, Lobby	432-8149
Port Call	1st Floor, Wing N	396-7105
Provost Marshal's Office	1st Floor, Lobby	432-8149
Publications and Forms Center	1st Floor, Wing G	396-6208
QTC Medical Group (inside VA Office)	1st Floor, Wing A	396-8472
Records Management (ARIMS)	2nd Floor, Wing D	396-4612
Relocation Readiness Program	3rd Floor	396-8682
Reserve Component Transition	1st Floor, Wing K	396-2013
Reserve Pay/Finance	Basement, Red	907-3231
Resource Management	9th Floor, Wing B	396-7392
Retiree Services Office	1st Floor, Wing C	396-5304
RM-Garrison	9th Floor, Wing B	396-7392
Sexual Assault Response	3rd Floor	396-8682
SFAC	5th Floor, Wing B	643-6653
Short Term Childcare	Basement, Green	396-2465
Social Security Administration	1st Floor, Wing C	396-4845
Soldier Advocacy	2nd Floor, Wing A	432-9858
Soldier Family Assistance Center	5th Floor, Wing B	643-6653
STACC	Basement, Green	396-2465
Strength Management (Reassignments)	2nd Floor, Wing A	396-2579
Student Services	6th Floor, Wing B	396-9765
Suicide Prevention Program Manager	Basement	907-5409
SWCSPAC	6th Floor, Wing B	396-9765
TMO	1st Floor, Wing N	396-2903
Transition Services Office (Retirement)	2nd Floor, Wing B	396-7472
Transportation	1st Floor, Wing N	396-2903
Travel Pay, DMILPO	5th Floor, Wing A	432-4823
TSO-Reserve Soldiers	Basement, Red	432-5459
Utility Deposit Waiver	Basement, Red	432-8802
Vehicle & Weapons Registration Center	1st Floor, Lobby	432-8149
Veteran's Administration, Department of	1st Floor, Wing A	396-8472
Victim Advocates	3rd Floor	396-8682
Video Teleconference Center	7th Floor, Wing B	432-1439

Vocational Rehabilitation	1st Floor, Wing A	396-8472
Warrior Assistance Program	5th Floor, Wing B	643-6653
Warriors In Transition	1st Floor, Wing J	907-5219
Warrior Transition Battalion	1st Floor, Wing J	907-5219
WIC	6th Floor, Wing A	433-3751
Women, Infants & Children Program	6th Floor, Wing A	433-3751
Youth Services Administration	4th Floor	396-8110
ALL INCOMING SOLDIERS REPORT TO FB RECEPTION CO		
Building 4-1437	396-4244	
Exit the parking lot to the right; second building on the right		

The proponent of this publication is the Assistant Chief of Staff, G3. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to SGM, G-3 XVIII Airborne Corps, Fort Bragg, North Carolina 28307-5100.

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OFFICIAL:

//Original Signed//  
SHAWN M. MATEER  
COL, GS  
Chief of Staff

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