



DEPARTMENT OF THE ARMY
PARKS RESERVE FORCES TRAINING AREA
BUILDING 620, 6TH STREET
DUBLIN, CA 94568-5201

IMPR-PL

13 December 2011

MEMORANDUM FOR ALL Parks Reserve Forces Training Area Civilian and Military Personnel

SUBJECT: PRFTA Policy # 46, Authorized use of Color Guard

1. **PURPOSE.** This memorandum establishes the policies and procedures governing the use of Parks Reserve Forces Training Area (PRFTA) Color Guard.
2. **APPLICABILITY.** This policy is applicable to all units, private organizations and public organizations outside the military.
3. **POLICY.** The Garrison Command Sergeant Major will have overall responsibility and approval authority for the use of the PRFTA Color Guard.
4. **PROCEDURES.** All requests for the use of PRFTA Color Guard will be sent through the POC listed at the bottom of this memorandum and forwarded to the Garrison Command Sergeant Major. All requests must be made at a minimum of 30 days prior to the event.
 - a. PRFTA Color Guard will be used to support the following:
 - (1) Non-profit organizations
 - (2) Burials of Military Veterans
 - (3) Charities Supporting Service Members or Family
 - (4) Parades
 - (5) Military Functions such as Change of Command Ceremony and Army Ball
 - b. Priority for use of the Color Guard is Parks RFTA and then on a first come, first serve basis.
 - c. The request for use of the Color Guard will include the following information sent via email to DPTMS: Who, Type of Ceremony, When (Date Time Group), Where, Command representative, other notes as applicable.
 - d. This policy goes into effect 01 January 2012 and supersedes all existing memorandums.

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3. PROPONENT. The Directorate of Plans, Training, Mobilizations, and Security is the proponent for this policy. POC is Richard Fielder ant Richard.l.fielder.civ@mail.mil or at 925-875-4304.



DAVID R. JAMES

LTC, LG

Commanding